

# **Getting Started with the NUCATS Resource Request and Registration Form**

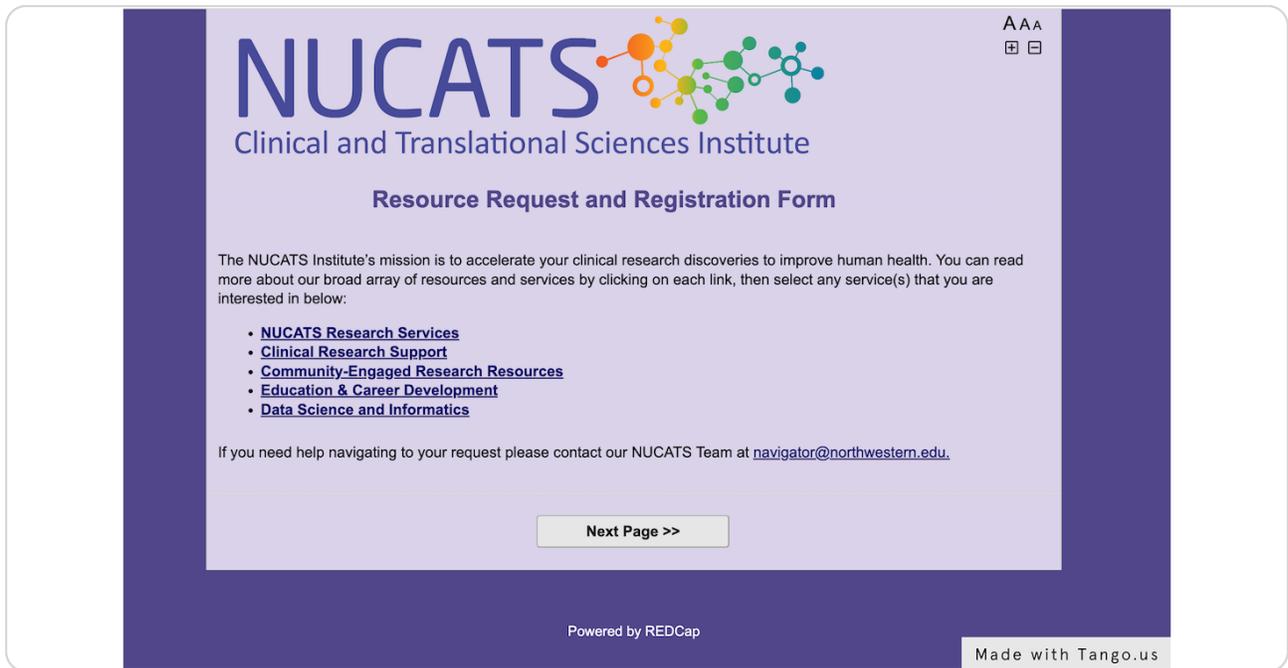
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STEP 1

**Go to Resource Request and Registration Form**

STEP 2

**You can read more about our resources and services by clicking the links below, or proceed to the request and registration form on the next page**



The screenshot shows a web page for the NUCATS Clinical and Translational Sciences Institute. The page has a purple header and footer. The main content area is white with a light purple background. The NUCATS logo is at the top left, followed by the text "Clinical and Translational Sciences Institute". Below this is the title "Resource Request and Registration Form". A paragraph of text describes the institute's mission and provides a list of resources: "NUCATS Research Services", "Clinical Research Support", "Community-Engaged Research Resources", "Education & Career Development", and "Data Science and Informatics". A "Next Page >>" button is centered at the bottom of the main content area. The footer contains "Powered by REDCap" and "Made with Tango.us".

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# NUCATS

Clinical and Translational Sciences Institute

## Resource Request and Registration Form

The NUCATS Institute's mission is to accelerate your clinical research discoveries to improve human health. You can read more about our broad array of resources and services by clicking on each link, then select any service(s) that you are interested in below:

- [NUCATS Research Services](#)
- [Clinical Research Support](#)
- [Community-Engaged Research Resources](#)
- [Education & Career Development](#)
- [Data Science and Informatics](#)

If you need help navigating to your request please contact our NUCATS Team at [navigator@northwestern.edu](mailto:navigator@northwestern.edu).

Next Page >>

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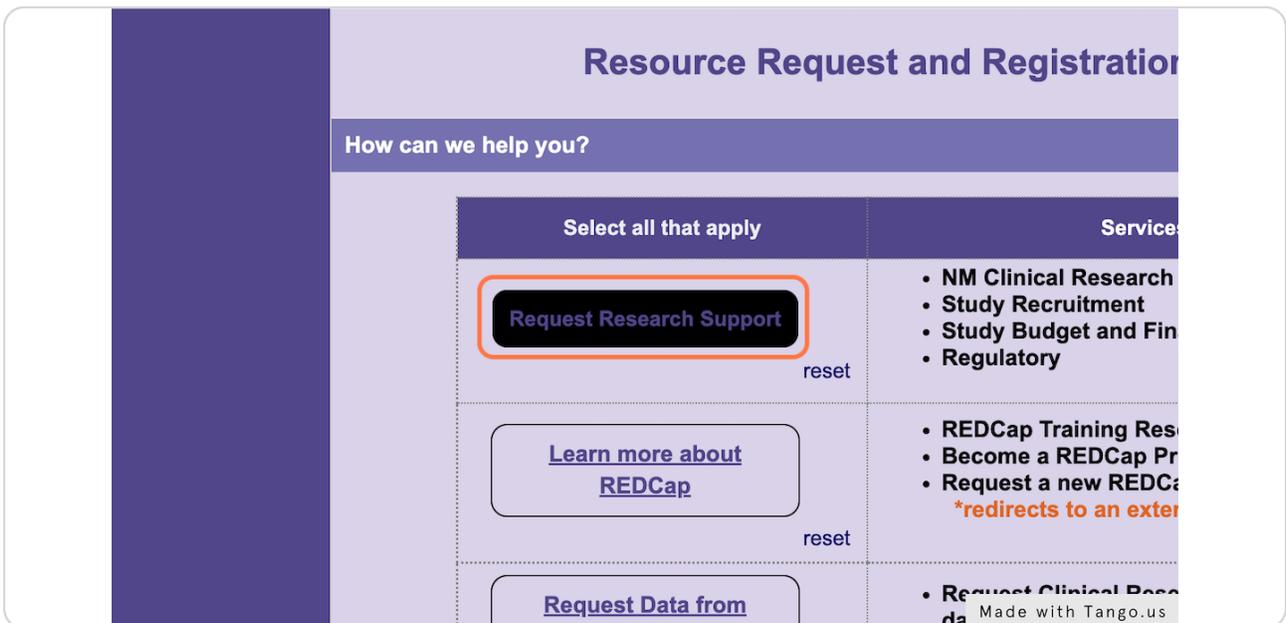
STEP 3

Click on Next Page >> to select from our Resource Request and Registration options



STEP 4

Click on services or resources you wish to request or register for. Please note that some will take you to a link in a different portal



STEP 5

You may request and register for multiple services or resources

**Resource Request and Registration Form**

How can we help you?

Select all that apply	Services and Resources
<a href="#">Request Research Support</a> reset	<ul style="list-style-type: none"><li>• NM Clinical Research Unit</li><li>• Study Recruitment</li><li>• Study Budget and Finance</li><li>• Regulatory</li></ul>
<a href="#">Learn more about REDCap</a> reset	<ul style="list-style-type: none"><li>• REDCap Training Resources</li><li>• Become a REDCap Project Owner</li><li>• Request a new REDCap Project <i>*redirects to an external link</i></li></ul>
<a href="#">Request Data from NMEDW</a> reset	<ul style="list-style-type: none"><li>• Request Clinical Research Data (extracts, reports, dashboards) from the NMEDW <i>*redirects to an external link with VPN required</i></li></ul>
<a href="#">Register for a Course or Access a Repository</a> reset	<ul style="list-style-type: none"><li>• Succeeding with your K Award</li><li>• Developing and Enhancing Mentor Relationships</li><li>• Navigating the Research Enterprise</li><li>• Responsible Conduct of Research</li><li>• Grants Repository</li></ul>
<a href="#">Request Community-Engaged Resources</a> reset	<ul style="list-style-type: none"><li>• Stakeholder Academic Resource Panel (SHARP)</li><li>• Dissemination &amp; Implementation Consultations</li><li>• Alliance for Research in Chicagoland Communities (ARCC)</li><li>• Northwestern Primary Care Practice-Based Research Program (NP3)</li></ul>
<a href="#">Request Research Services</a> reset	<ul style="list-style-type: none"><li>• Grant Development and Implementation Studios</li><li>• Letter of Support</li><li>• Facilities and Resources</li><li>• Promote Event, Funding Opportunity, Honor, or Award</li><li>• Coordinator Connector Program</li><li>• N3C Data Enclave</li><li>• NUCATS Navigator</li><li>• Provide Feedback</li></ul>
<a href="#">Become a NUCATS Member</a> reset	<ul style="list-style-type: none"><li>• Register as a NUCATS Member</li><li>• Receive latest NUCATS news and updates on resources and services</li></ul>

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STEP 6

Click on reset if you decide that you no longer want that service

<a href="#">Learn more about REDCap</a> reset	<ul style="list-style-type: none"><li>• Become a REDCap Project C</li><li>• Request a new REDCap Proj <i>*redirects to an external lin</i></li></ul>
<a href="#">Request Data from NMEDW</a> reset	<ul style="list-style-type: none"><li>• Request Clinical Research D dashboards) from the <b>NMED</b> <i>*redirects to an external link</i></li></ul>
<a href="#">Register for a Course or Access a Repository</a> reset	<ul style="list-style-type: none"><li>• Succeeding with your K Awa</li><li>• Developing and Enhancing M</li><li>• Navigating the Research Ent</li><li>• Responsible Conduct of Res</li><li>• Grants Repository</li></ul>
	<ul style="list-style-type: none"><li>• Stakeholder Academic Reso</li><li>• Disseminatic</li></ul>

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## STEP 7

### Review your selected services or resources

How can we help you?

Select all that apply	Services and Resources
<input checked="" type="checkbox"/> Request Research Support <small>reset</small>	<ul style="list-style-type: none"><li>NM Clinical Research Unit</li><li>Study Recruitment</li><li>Study Budget and Finance</li><li>Regulatory</li></ul>
<input type="checkbox"/> Learn more about REDCap <small>reset</small>	<ul style="list-style-type: none"><li>REDCap Training Resources</li><li>Become a REDCap Project Owner</li><li>Request a new REDCap Project <small>redirects to an external link</small></li></ul>
<input type="checkbox"/> Request Data from NMEDW <small>reset</small>	<ul style="list-style-type: none"><li>Request Clinical Research Data (extracts, reports, dashboards) from the NMEDW <small>redirects to an external link with VPN required</small></li></ul>
<input checked="" type="checkbox"/> Register for a Course or Access a Repository <small>reset</small>	<ul style="list-style-type: none"><li>Succeeding with your K Award</li><li>Developing and Enhancing Mentor Relationships</li><li>Navigating the Research Enterprise</li><li>Responsible Conduct of Research</li><li>Grants Repository</li></ul>
<input type="checkbox"/> Request Community-Engaged Resources <small>reset</small>	<ul style="list-style-type: none"><li>Stakeholder Academic Resource Panel (SHARP)</li><li>Dissemination &amp; Implementation Consultations Alliance for Research in Chicagoland Communities (ARCC)</li><li>Northwestern Primary Care Practice-Based Research Program (NP3)</li></ul>
<input type="checkbox"/> Request Research Services <small>reset</small>	<ul style="list-style-type: none"><li>Grant Development and Implementation Studios</li><li>Letter of Support</li><li>Facilities and Resources</li><li>Promote Event, Funding Opportunity, Honor, or Award</li><li>Coordinator Connector Program</li><li>N3C Data Enclave</li><li>NUCATS Navigator</li><li>Provide Feedback</li></ul>
<input checked="" type="checkbox"/> Become a NUCATS Member <small>reset</small>	<ul style="list-style-type: none"><li>Register as a NUCATS Member</li><li>Receive latest NUCATS news and updates on resources and services</li></ul>

Thank you for registering to become a NUCATS member. Please continue to complete the required fields to complete the registration process.

<< Previous Page      Next Page >>

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## STEP 8

### Click on Next Page >> to enter in your contact information

- Register as a NUCATS Member
- Receive latest NUCATS news and updates on resources and services

Next Page >>

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STEP 9

**Center for Education and Career Development Registration only: You will need to click "Register" for the available course and seminars BEFORE entering your contact information**

NUCATS  
Clinical and Translational Sciences Institute  
Resource Request and Registration Form

Education & Career Development Resources

Please use the *Previous page* button to go back to the previous page instead of the browser back button.

Select all that apply	Course, Seminar, Repository Offered	Registration Status
<input type="button" value="Register"/>	Developing and Enhancing Mentor Relationships	Open now
<input type="button" value="Complete User Agreement"/>	Grants Repository (grant writing aide)	Open now
<input type="button" value="Register"/>	Navigating the Research Enterprise (seminar series)	Open now
<input type="button" value="Register"/>	Succeeding with your K Award (3rd Mondays)	Open now
	Taking Responsibility for the Responsible Conduct of Research (RCR class) *Initiate registration at myHR Learn*	*Opens December 1, 2022

Note: Please continue to the course survey or user agreement to complete the process.

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STEP 10

**Center for Education and Career Development Registration only: Click on Next Page >> once you have selected what you wish to register for**

- Register as a NUCATS Member
- Receive latest NUCATS news and updates on resources and services

Next Page >>

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STEP 11

## Complete the form

Clinical and Translational Sciences Institute  
Resource Request and Registration Form

Your Contact Information

Please use the *Previous page* button to go back to the previous page instead of the browser back button.

First name\*:  Last name\*:   
Email\*:  NU NetID\*: *Please enter "N/A" if not applicable.*   
NU Affiliation\*:  Role\*:

*\*indicates required field*

<< Previous Page      Submit

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STEP 12

## Click on Submit

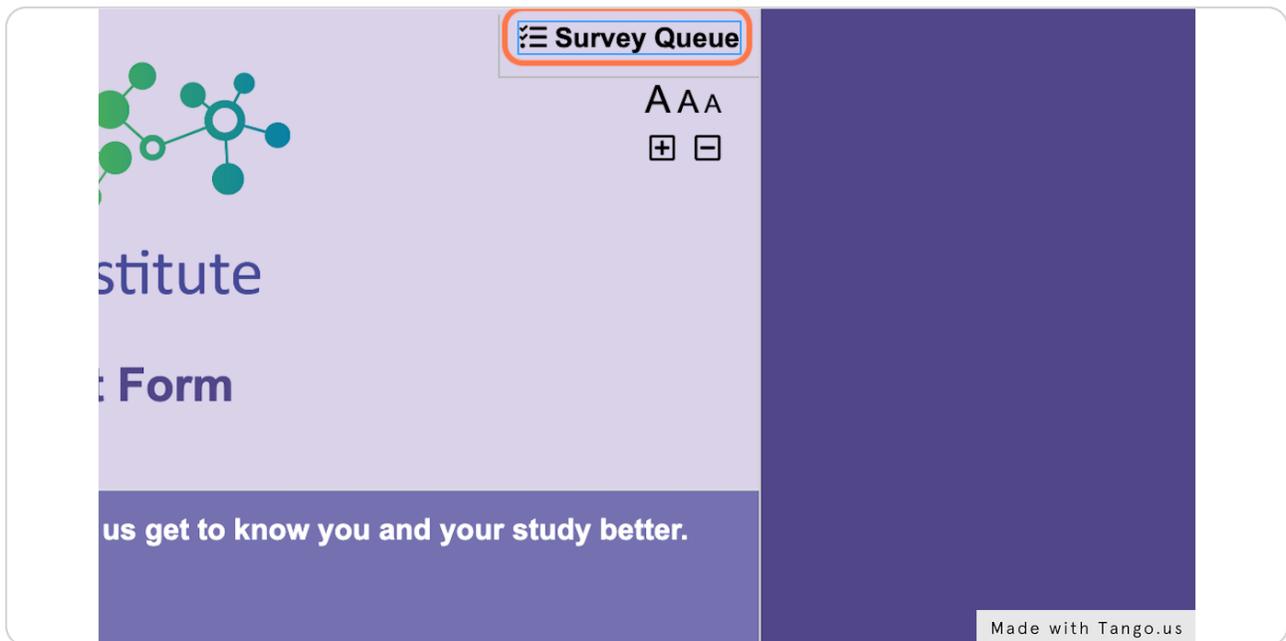
Submit

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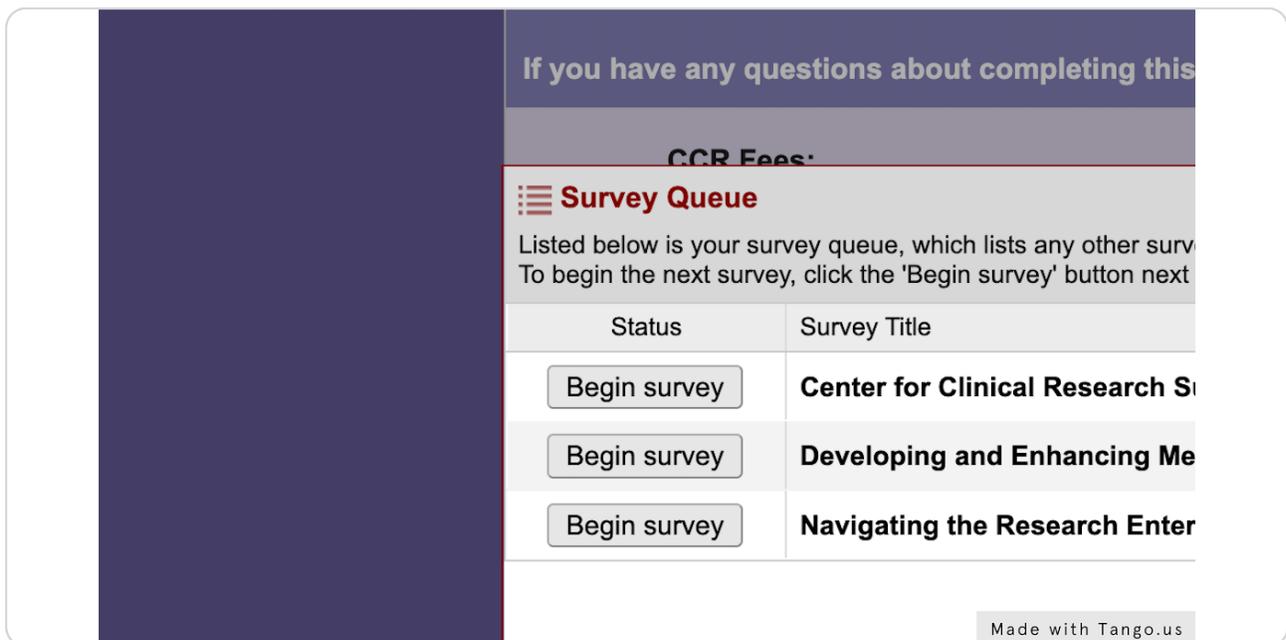
STEP 13

You will be taken to your first request survey and can click on Survey Queue to see what you have left to complete

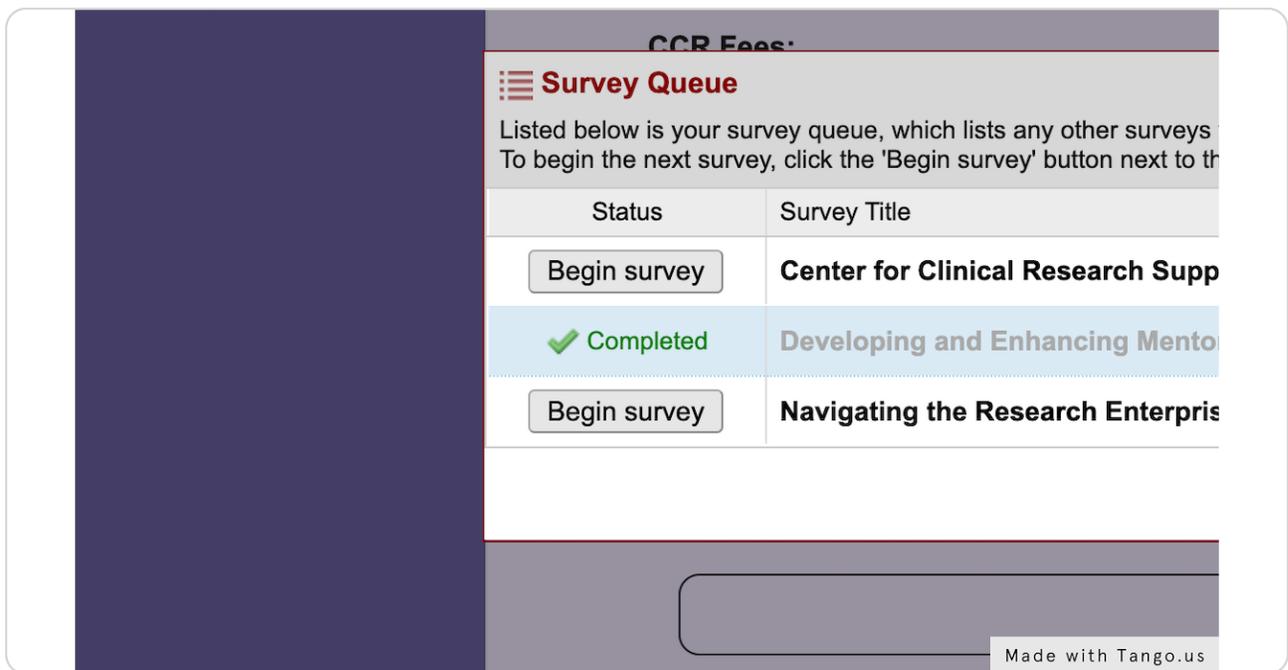


STEP 14

Click on Begin survey to start at a different request or registration form



## You can check your status in Survey Queue as you complete



The screenshot shows a web interface for a 'Survey Queue'. At the top, there is a header 'CCR Fees:'. Below it is a section titled 'Survey Queue' with a hamburger menu icon. A paragraph of text explains that the queue lists other surveys and that users can click 'Begin survey' to start the next one. Below this is a table with two columns: 'Status' and 'Survey Title'. The table contains three rows. The first row has a 'Begin survey' button and the title 'Center for Clinical Research Supp'. The second row has a green checkmark and the word 'Completed' in green, with the title 'Developing and Enhancing Mento'. The third row has a 'Begin survey' button and the title 'Navigating the Research Enterpris'. At the bottom right of the interface, there is a small box that says 'Made with Tango.us'.

Status	Survey Title
Begin survey	Center for Clinical Research Supp
✓ Completed	Developing and Enhancing Mento
Begin survey	Navigating the Research Enterpris