

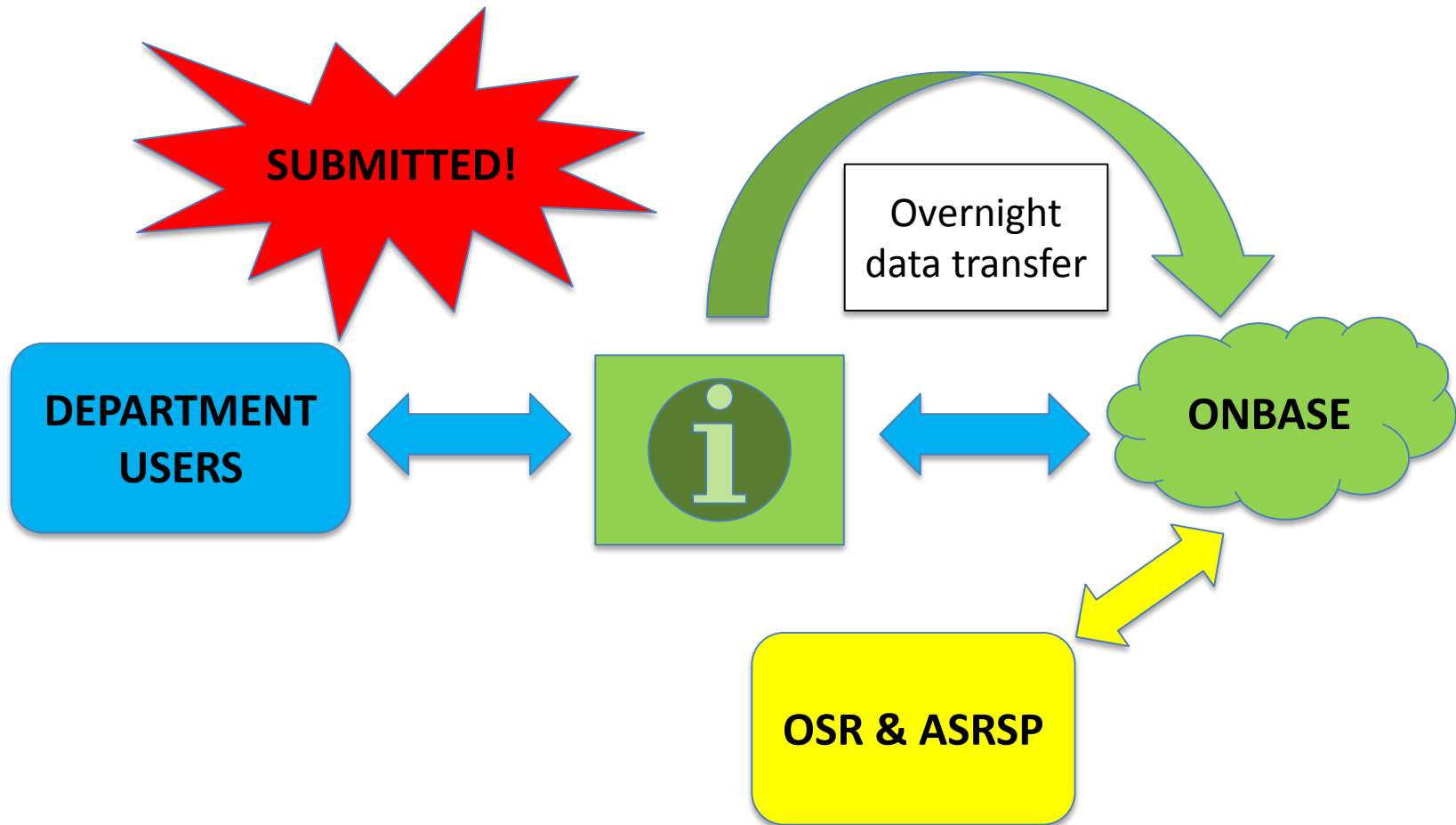
# **OnBase-InfoEd Integration & Record Access Demo**

**Melissa Mizwa**, Project Administrator  
Office for Sponsored Research-Info Team

**Evanston Quarterly Network  
November 17, 2015**

**Northwestern**

# InfoEd-OnBase Data Transfer



# What is Exported from InfoEd?

- Documents in Internal Documents EXCEPT Proposal Routing Form

Done Back Save Help Support Show

Research Project Grant, vlr  
Project Cafe 30 - Chemistry (National Institutes of Health)

Proposal  
SP0034588

Form Name	Document Type	Completed Form
Proposal Routing Form		00^
Test letters of Support	Supporting Documents	00^
NOT-111-44444 RFP NIH	Solicitation	00^
Budget & Justification	Internal Budget	00^

Components for Initial Application

Completed

» Internal Documents

PHS398\_CoverPageSupplement

NU Project Summary

Finalize

# Exports: Proposal Types

- All EXCEPT Industry-sponsored clinical trials

Becton, Dickinson and Company <input type="button" value="Change"/>		<b>Sponsor Type - Industry and Trade Organizations</b>	
ID No.	<input type="text"/>	Sponsor/Agency Code	<input type="text"/>
Program <input type="text"/>			
Program Type Industry Sponsored Clinical Trials <input type="button" value="v"/>			
Instr. Type:	<input type="text"/>	Award No.	<input type="text"/>
Originating Sponsor Becton, Dickinson and Company <input type="button" value="Change"/> <input type="button" value="Remove"/>			
Funding Source <input type="text"/>		% Federal <input type="text"/>	
Sponsor Contact <a href="#">Set</a>		Project Officer <a href="#">Set</a>	
		Grant/Contract Officer <a href="#">Set</a>	
<b>Sponsor Data</b>			
Program Type (NUFin Purpose)		Clinical Trial <input type="button" value="v"/>	
Federal Award Identification Number (FAIN)		<input type="text"/>	
DHHS Split Award - Original/Pooled		<input type="text"/>	
DHHS Split Award - New/Subaccount		<input type="text"/>	

# OnBase Access and Functions

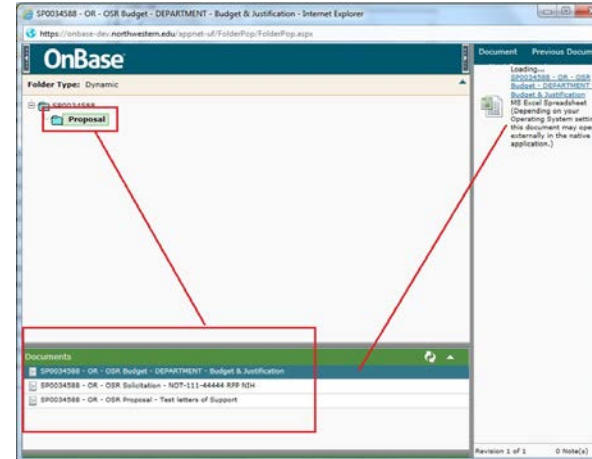
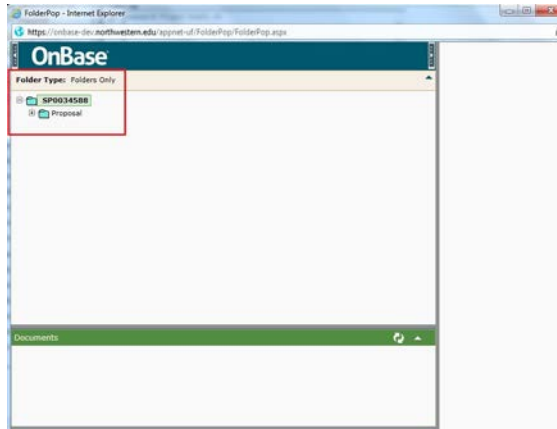
## Departmental Users

- NEW!
- Access Tool: InfoEd  
(Link on PT Proposal Summary)
- Mode: Web-based
- Functions: View, Save, Print

## OSR & ASRSP

- Stays the same!
- Access Tool: OnBase Client
- Mode: System application
- Functions: View, Save, Print, Upload, Index

# The OnBase Interface



This screenshot shows the OnBase interface with an Excel spreadsheet overlaid. The spreadsheet is titled "TEST XL SHEET" and contains a table of financial data. The table has 6 columns labeled "Numbers" and 26 rows of data. The data is as follows:

	Numbers	Numbers	Numbers	Numbers	Numbers	Numbers
5	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
6	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
7	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
8	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
9	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
10	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
11	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
12	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
13	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
14	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
15	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
16	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
17	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
18	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
19	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
20	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
21	\$ 111.00	\$ 222.00	\$ 333.00	\$ 444.00	\$ 555.00	\$ 666.00
22						
23						
24						
25						
26						

The OnBase interface in the background shows the same folder structure as the previous screenshots, with the 'Documents' pane displaying the same list of documents. The Excel spreadsheet is overlaid on the right side of the interface.

# OnBase Records

Let's look at some examples.



**To InfoEd and beyond!**