Posting Notes for the Study Team

Important Information

- You can post notes for the Study Team directly in the section where the note is needed.

eResearch Home Workspace

1. From your **Home Workspace**, click the name of the submission to access the **Study Workspace**.

eResearch Study Workspace

2. Click **Edit Study**.
3. In the Notes area, click **Add**.

**Note:** This note is visible only to Study Team Members.

4. Add the note to the study team.

5. Click **OK**.

6. The note is added at the top of the section.

**Note:** Click the right arrow to display or the down arrow to hide the note(s).
7. You can also view all notes added by clicking the Notes tab in the Study Workspace.