

## Suspend Approval

### SUSPEND APPROVAL

If changes are made to a PAF after your unit approval or if other circumstances change prior to submission to sponsor, you have an option of “pulling back” your approval by using the Suspend Approval activity.

This procedure assumes that you are already logged in to eResearch Proposal Management (eRPM). If you are not familiar with the login procedure, refer to the *Login to eResearch Proposal Management* step by step document.

#### Reviewer Home Workspace Approved tab

Folder for Reese Reviewer

**My Roles**

- PI & Project Team
- Reviewer**
- Unit Liaison

**Support Links**

- Need Training?
- Share Feedback
- Sandbox Updates
- Create New User

Inbox Upcoming **Approved** Submitted to Sponsor Active/Closed/Turned Down/Withdrawn Manage Departments

**PAFs with Changes Since Approval**

Filter by ID [dropdown] [input] Go Clear Advanced

ID	Name	Date Modified	State	PI	Dept	Sponsor Name	Sponsor Deadline	Changes
09-PAF00109	Color Elasticity: Blue's Flexibility Qualities?	11/7/2008 11:53 AM	DRDA Administrative Review	Forrest	Materials Science & Engin.	Advanced Fiberoptics Corporation	11/20/2008	Acknowledge Other

**Approved PAFs**

Filter by ID [dropdown] [input] Go Clear Advanced

ID	Name	Date Modified	State	PI	Dept	Sponsor Deadline	Sponsor
09-PAF00109	Color Elasticity: Blue's Flexibility Qualities?	11/7/2008 11:53 AM	DRDA Administrative Review	Forrest	Materials Science & Engin.	11/20/2008	Advanced Fiberoptics Corporation

1. Click the **Approved** tab in your Home Workspace.
2. Click on the **PAF Name** to open the PAF Workspace.

**Note:** If you cannot locate the PAF:

- Make sure that you are viewing the correct workspace by looking for the bolded role title under My Roles.
- Make sure that you are on the Approved tab. The Home Workspace defaults to the Inbox tab when opened.

REVIEW CHANGES (PAF Changes Since Approval)

PAF Workspace Activity History tab

The screenshot shows the eResearch Proposal Management interface. At the top, there is a navigation bar with 'All PAFs' and a breadcrumb trail 'All PAFs > Color Elasticity: Blue Color Spectrum Flexibility Qualities?'. A tab labeled '3' is visible. Below the navigation bar, there are several tabs: 'Main', 'Contacts', 'Change Tracking', 'Activity History' (highlighted), 'Attachments', 'Unit Comments', and 'Posted Comments'. The 'Activity History' tab displays the following information:

**Title:** Color Elasticity: Blue Color Spectrum Flexibility Qualities? **DRDA #:** 09-PAF00109

**PAF History**

Activity	Author	Activity Date
Change Log	Kelly Doonan-Reed	11/10/2008 1:47 PM EST
Requested Changes Declined	Pat Investigator	11/7/2008 9:49 PM EST
Sent to Project Team for Changes	Thomas Zdeba	11/7/2008 4:53 PM EST
Requested Changes Declined	Pat Investigator	11/7/2008 3:29 PM EST
Sent to Project Team for Changes	Thomas Zdeba	11/7/2008 3:18 PM EST
DRDA Submitted Changes	drda Jan Marten	11/7/2008 11:53 AM EST
Change Log	drda Jan Marten	11/7/2008 11:53 AM EST
DRDA Making Changes	drda Jan Marten	11/7/2008 11:52 AM EST
Project Team Cloned PAF	Jan Marten	11/6/2008 4:16 PM EST
Unit Approved	Linda Forsyth	11/6/2008 3:17 PM EST

At the bottom of the table, there is a pagination control showing '1 of 2'.

3. Click the **Activity History** tab and review the sequence of activities following your unit approval.
4. Click **Change Log** to view the details of the change. *Refer to View Details of Changes step by step document.*
5. Optional, click **Display PAF Summary** to see the change in the context of the actual PAF.

SUSPEND APPROVAL

PAF Workspace Main tab

**eResearch M Proposal Management** Reese Reviewer | My Home | Logout

All PAFs > Color Elasticity: Blue Color Spectrum Flexibility Qualities?

**Current State** Main | Contacts | Change Tracking | Activity History | Attachments | Unit Comments | Posted Comments

**Unit Review**

**PAF Summary**  
Display PAF Summary

**PAF Worksheet**  
View PAF Worksheet

**Manage Data**  
Related Projects  
Submission Instructions

**Activities**

- Unit Approve
- Suspend Approval**
- Assign Ad Hoc Reviewer

**Title:** Color Elasticity: Blue Color Spectrum Flexibility Qualities? **DRDA #:** 09-PAF00109

**Personnel:**

Stephen Forrest	UM Principal Investigator	stevefor@umich.edu	734-764-1185
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**Primary Research Administrator:**

Pat Investigator	kellydr@umich.edu	null
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**Deadlines**

FOA Deadline:	11/20/2008
Sponsor Deadline:	11/14/2008
DRDA Deadline:	11/14/2008
School/College Deadline:	
Department/Unit Deadline:	

**Direct Sponsor:** Advanced Fiberoptics Corporation

**DRDA Project Representative:** Thomas W Zdeba

**Routing and Approval Status:**

Department	Department ID	Approved?	Date Approved	Approval Note
Materials Science &	221800	yes	11/6/2008	

1. Click **Suspend Approval** from the PAF Workspace.

**Suspend Approval window**

Suspend Approval

**Color Elasticity: Blue Color Spectrum Flexibility Qualities? (09-PAF00109)**

Select the department(s) for which you are suspending approval.  
Enter comments in the text box (optional).  
Click OK to suspend your approval of this PAF.  
Click CANCEL to cancel this activity and close this window.

Please select the department(s) for which you are suspending approval:

ID	Name	Associated Sections in This PAF
<input type="checkbox"/> 920200	Dbn Coll of Eng-Mechanical Eng	Space
<input type="checkbox"/> 916400	Dbn Research & Spons Programs	

Comments:

OK Cancel

2. Select the department(s) for which you are suspending approval.
3. Optional, enter **Comments**.

**Note:** Messages/notes/comments posted are permanent and visible to anyone with access to the PAF.

4. Click **OK**.

**PAF Workspace Routing and Approval Status table**

**Routing and Approval Status:**

Department	Department ID	Approved?	Date Approved	Approval Note
Dbn Coll of Eng-Mechanical Eng	920200	no		Pending
Materials Science & Engin.	221800	yes	11/6/2008 2:53 PM	
Dbn Col of Eng & Computer Sci.	920000	no		Pending
Dbn Research & Spons Programs	916400	yes	11/6/2008 3:02 PM	
CoE Research	210300	yes	11/6/2008 3:17 PM	

The table for Routing and Approval Status is updated to reflect that approval for the selected department(s) has been changed.

The **Unit Approve** activity is again available to you from the PAF Workspace. Refer to the *Unit Review and Approve* step by step document for more information.