Non-Committee Members (Ad-Hoc Reviewers) asked to review an eResearch submission will be notified via email. The email notification will contain a link to the submission requiring review. It is recommended that Ad-Hoc Reviewers access eResearch submissions assigned to them via this email link.

**E-mail Notification**

1. Locate the **To access this review, click this link** section of the email notification.
2. Click the Review Number link.

**Log into eResearch**

3. Enter your Kerberos **Login ID** and **Password**. You do not need an MToken.
4. Click **Log In**.
**Submission Review Workspace**

The Submission Review Workspace opens. The State of the submission is **Initial Review**.

5. Click **Edit Reviewer Checklist** from the Activities menu to begin the review of the submission.

6. Review the submission according to your specific committee guidelines.

**Note:** There are a number of required actions/activities that must be completed once the Reviewer Checklist is opened. Click the applicable link below for detailed instructions/guidelines for completing and submitting reviews.

- For PRC, see [PRC Committee Member Review](#).
- For IRB, see [Full Committee](#).