



TO: Associate Deans for Research, Research Community

DATE: October 2nd, 2020

RE: Global Viewer in HRS Grants Module

During the initial phasing of the Huron Research Suite (HRS), it was determined by Huron and the Office of Research to apply view and edit rights to the research community on an individual record basis. When a Funding Proposal (FP) or an Award record (AWD) is generated in the system a guest list of viewers and editors is manually applied to each record. If a member of the community is not on the associated guest list(s), they will be unable to view the record in the system. The intention of this limitation was to ensure that all the implications of viewer/editor rights were fully realized before rolling out functionality to the broader research community.

After a year of working within the HRS system it has been made apparent certain administrators within the community require greater access in order to perform their job duties which include but are not limited to: proposal preparation, current and pending development, reporting and metrics, award tracking and monitoring.

Therefore, the Office of Research in conjunction with DARF, has identified that allowing a Global Viewer access in Huron Grants module will streamline and improve the functionality of the system for these individuals.

As there is no means to limit viewer rights to a specific College or Department within HRS Grants module, it is important this accessibility should only be granted to individuals who require this functionality to perform their job duties and can be entrusted with the responsibility of the university level viewer rights. These individuals, once granted access, will be able to view all pending proposals and active awards (not agreements) within the HRS Grants module only (as highlighted below).

The Huron Research Suite contains five distinct modules which include:

Global Grants Viewer:

- Grants

Individual Assignment by Each Record:

- Agreements
- IACUC
- IRB

- Facilities

For reference, this university-wide viewer access has been available to all university staff in the PARIS system to date; however, allowing the access within HRS Grants Module greatly improves the search functionality for these specific administrators.

If you have staff that qualify for this criterion, please provide the following information via email to: GRITservicedesk@ucf.edu:

As the ADR for the <Business Unit Name>, I approve the following staff for HRS Grants Global Viewer rights, in order to perform their job duties as required by our business unit:

First & Last Name(s) (Employee ID)