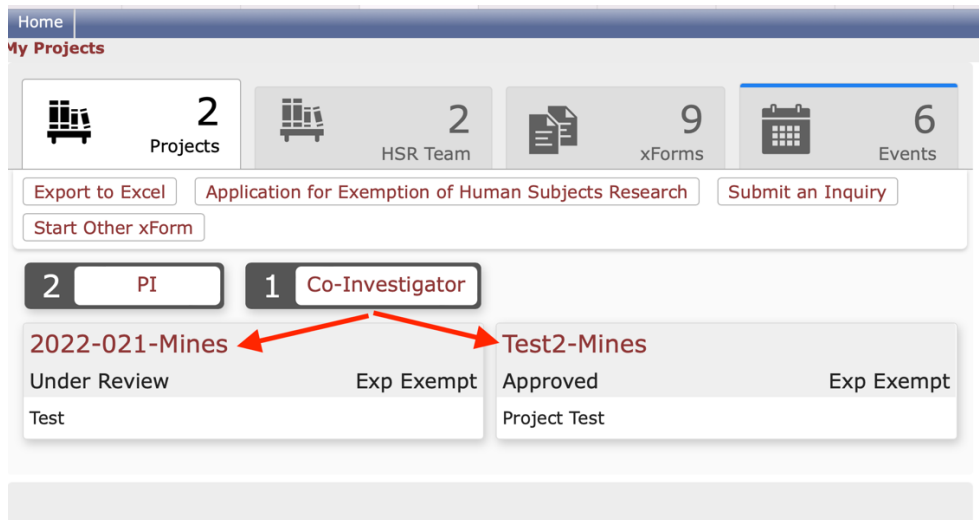


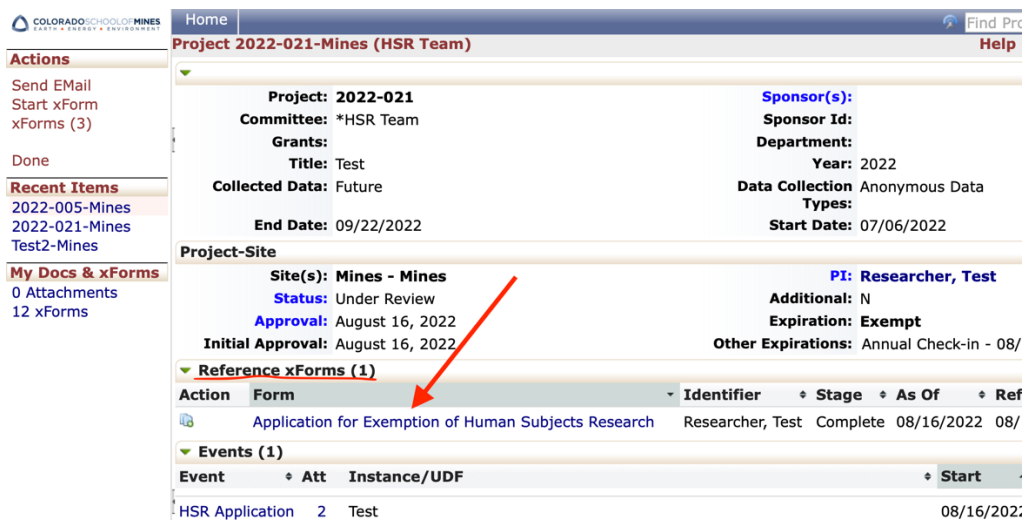
Retrieving a copy of your protocol in OneAegis:

1. Log in to [OneAegis](#).
2. Near the top of your dashboard, listed by project number, you will see all of your applications and amendments:



The screenshot shows the OneAegis dashboard. At the top, there are four summary cards: '2 Projects', '2 HSR Team', '9 xForms', and '6 Events'. Below these are buttons for 'Export to Excel', 'Application for Exemption of Human Subjects Research', 'Submit an Inquiry', and 'Start Other xForm'. A navigation bar shows '2 PI' and '1 Co-Investigator'. The main content area displays two project cards: '2022-021-Mines' (Under Review, Exp Exempt, Test) and 'Test2-Mines' (Approved, Exp Exempt, Project Test). Red arrows point from the 'Co-Investigator' button to the project cards.

3. Click on the Project Number (2022-xxx-Mines, for example). This will take you to the project page.
4. Scroll to the section called "Reference xForms" and click on the name of the project:



The screenshot shows the project page for '2022-021-Mines (HSR Team)'. The page is divided into several sections: 'Actions', 'Recent Items', 'My Docs & xForms', 'Project-Site', and 'Reference xForms (1)'. The 'Project-Site' section includes details like 'Site(s): Mines - Mines', 'Status: Under Review', 'Approval: August 16, 2022', 'Initial Approval: August 16, 2022', 'Sponsor(s): *HSR Team', 'Sponsor Id:', 'Department:', 'Year: 2022', 'Data Collection: Anonymous Data', 'Types:', 'Start Date: 07/06/2022', 'PI: Researcher, Test', 'Additional: N', 'Expiration: Exempt', and 'Other Expirations: Annual Check-in - 08/'. The 'Reference xForms (1)' section has a table with one row: 'Application for Exemption of Human Subjects Research' (Researcher, Test, Complete, 08/16/2022, 08/). A red arrow points to the 'Application for Exemption of Human Subjects Research' link in the table.

5. This will take you to the application. Scroll to the bottom, hit "More" and choose "View as PDF". Choose the options you want and hit "Generate". This will download a copy to your computer.