ERM Quick Guide

Identifying a Form status within a project

**Target audience:** ERM users who have RGO and HREC administrator roles in the ERM system.

**Summary**

This quick guide explains what a form status is and how to identify it in the project details screen.

**Form status**

Each submission in ERM is allocated a form status that tracks the progress of the project review and approval process.

Select the project in the work area and click on the VIEW BY STATUS button (please note, the current form status is listed in the project table).
This will generate a timeline of events documenting the date and action for the specific application type.

To view an overall summary of each form status, select the Project ID – (blue hyperlink) at the project level and chose the submissions tab.
**TIP:** The History tab provides a list of ERM actions relating to the project lifecycle

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