

How to Create a Research Business Code

Learn how to create a RBC (Research Business Code) for per diem costs from VCU DAR. This code is created to be linked to a specified index for charges including husbandry, veterinary care, and housing.

System Navigation

1

Navigate to <https://research.vcu.edu/rams-systems/>

Searchable Instrumentation Database

EVR (Explore VCU Research)

VIRBs is now live. Moving forward, all IRB reviews will be processed through the VIRBs. No further actions can be taken in the RAMS-IRB. RAMS-IRB is being maintained for archival purposes only and is available to the research community as read-only for retrieval of historical information. Visit the [New IRB review system: VIRBs web page](#) for all information related to the VIRBs transition.

RAMS-AIRS

Activities and Interest
Reporting System

[RAMS-AIRS](#)

RAMS-ACUP

Animal Care and Use
Program

[RAMS-ACUP](#)

ONEera

ONEera systems including
Export Control

[ONEera](#)

RAMS-FORCE

Core Laboratory
Reservation

[RAMS-FORCE](#)

2 Click "RAMS-ACUP"

[EVR \(Explore VCU Research\)](#)

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Core Laboratory Reservation
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VIRBs

RAMS-IRR

RAMS-SPOT

RAMS-Reports

3 Click "Animal Operations" under "My Roles"

VCU Office of the Vice President for Research and Innovation

ACUP AIRS ECO FORCE IRB SPOT REPORTS

» Home IACUC DARTS Help

Protocol Submissions

My Roles
Animal Operations
Protocol Submissions

New IACUC Submission

Create DART

Page for Noah Clough

Welcome to your **Personal Page**, the starting point for all interactions with this site. Note the following:

- Your current role in the system is displayed under the **My Current Role** on the left of this section.
- If you have multiple roles in the system, you can click any role under the **My Roles** on the left of this section to switch roles.
- The **IACUC** tab below lists all of your IACUC protocols.
- The **DARTS** tab below lists all DAR Tickets you are listed as the reporter OR have been assigned as resolver.
- The **Templates** tab below contains all you have made by copying your submissions.

Click Commerce: Lab Animals Videos:

- Overview of Click Commerce Workspace
- Veterinary Observation Scheduling
- Creating a new Amendment Submission
- Creating a new Three Year Renewal Submission
- Creating a new Annual Submission

If you have questions while using the IACUC system, please reference our help information and additional tutorial videos available online at the Office of Research VCUeRA Help Webpage.

IACUC DARTS Templates

Filter by ?

Protocol Number

Enter text to search for

+

Add Filter

×

Clear All

Protocol Number	PI First	PI Last	Title	Project State	Exp Date
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4 Click the 'Researcher Business Codes' tab

The screenshot shows the VCU Office of the Vice President for Research and Innovation interface. The top navigation bar includes links for ACUP, AIRS, ECO, FORCE, IRB, SPOT, and REPORTS. Below this is a secondary navigation bar with Home, IACUC, DARTS, and Help. The main content area is titled 'Page for Noah Clough' and contains a welcome message and a list of links: Researcher Business Codes, Animal Requisitions and Order Line Items, and Cage Cards. A 'NOTE' section provides instructions for viewing invoices and ordering supplies. The 'Researcher Business Codes' tab is highlighted in the top navigation bar, and a blue circle highlights the 'Create Researcher Business Code' link in the left sidebar.

Business Code Creation

5 Select the desired index you need your RBC linked to.

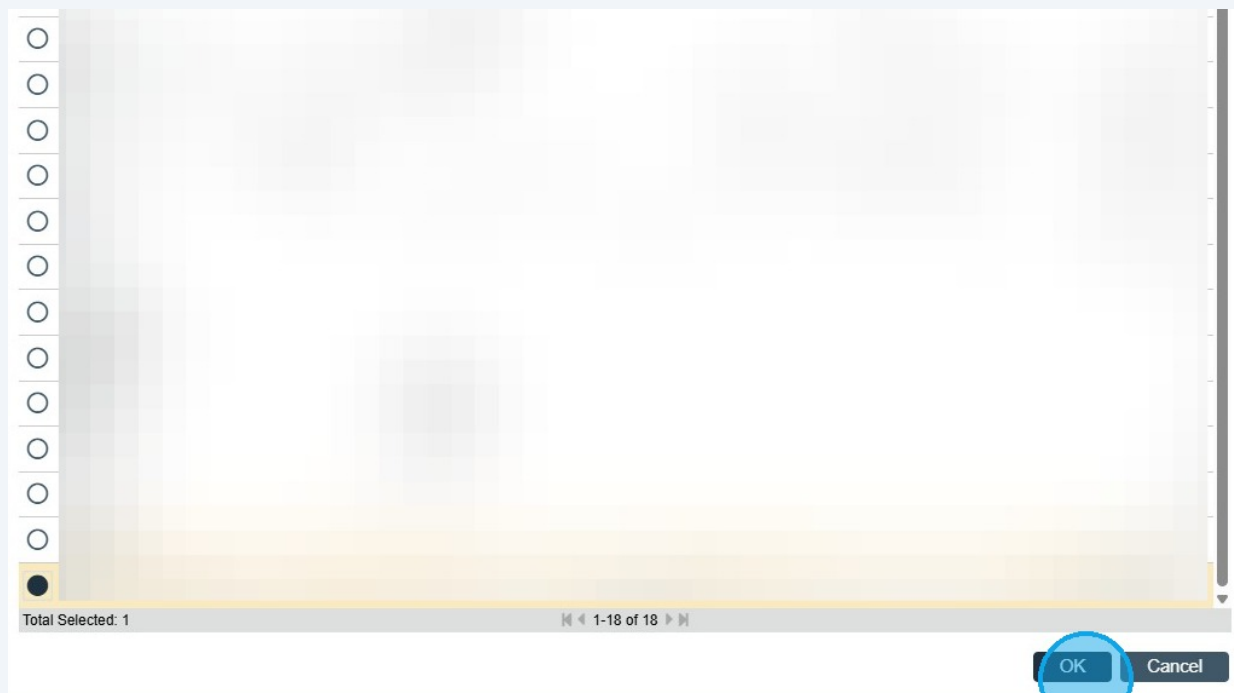
The screenshot shows the 'Creating New: Researcher Business Code' form in the VCU RAMS-ACUP system. The left sidebar has a 'Researcher Business Code' tab selected. The main content area is titled 'Creating New: Researcher Business Code' and contains a form with two fields: '1. Researcher:' and '2. Index:'. The 'Index:' field is highlighted with a blue circle, indicating the step to select the desired index.



If you don't see your desired index number please email Bryan Rowland to add it into the system. blrowlan@vcu.edu

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Once you select the desired index number to link to RBC select "OK."



7 Click "Finish"

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Researcher Business Code

1. **Researcher:**

2. **Index:**

...

Exit Save **Finish**

8 Here you will see the new RBC that has been created and linked to the specific index chosen.

VCU Office of the Vice President for Research and Innovation

ACUP AIRS ECO FORCE IRB SPOT REPORTS

» Home IACUC DARTS Help

Current State

Active

Project Editor

Edit Researcher Business Code

Printer Version

My Activities

Set Future Index

Override Billing Index

Log Public Comment

cloughnb003 (RBC00001438)

Researcher: Noah Clough Index:

History DAR RBC Billing Details Cage Cards

No data to display.