NU/NU affiliate staff with NetIDs should create eIRB+ profiles and be added to section 1.
External collaborators without NetIDs should be added to section 2.

When you create a modification to add external collaborators to the study, be sure to indicate both “Study team member information” AND “Other parts of the study” for the Modification Scope!
Select NU/NU affiliate staff from drop-down list of eIRB+ profiles
### Enter information for External Collaborators.

**Upload training certificates to the Supporting Documents page**
Upload training certificates for External Collaborators to the Supporting Documents page and select “Training Documents” as Category.

When you create the modification to add external collaborators to the study, be sure to indicate BOTH “Study team member information” AND “Other parts of the study” for the Modification Scope.

If you only choose “Study team member information” the system won’t let you get into the Supporting Documents page.