

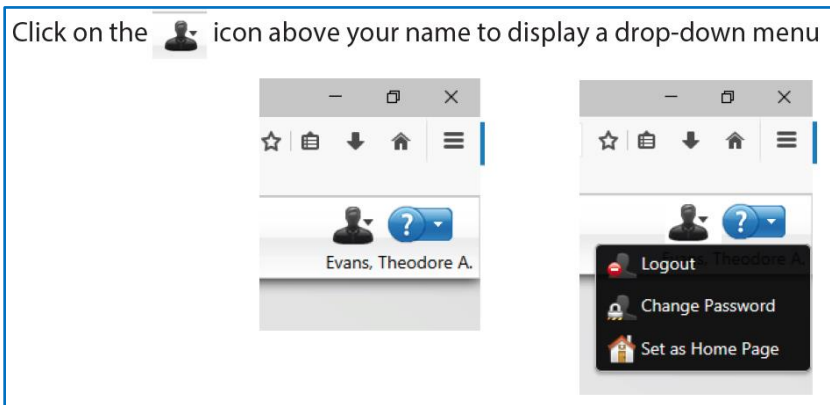
Critical changes resulting from the TOPAZ upgrade to Elements 19

1. TOPAZ Elements 19 is **accessible from any modern web browser**, whether you are using a PC (e.g., Edge, Firefox, or Chrome) or a Mac (e.g., Safari).

- Please **stop using Internet Explorer 11** and adopt one of the browsers mentioned above for added security and better functionality.

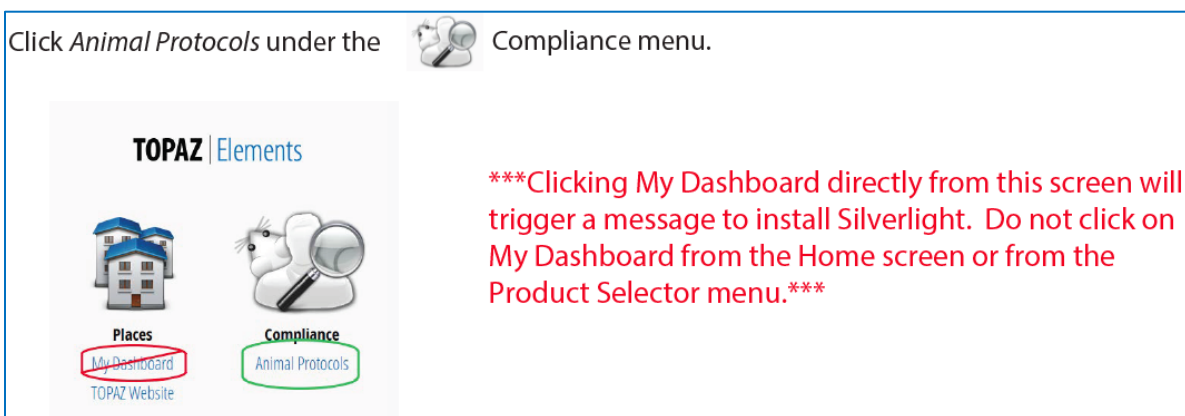
2. **Only the *Animal Protocols* module has been updated.** All others modules require Silverlight.


- To avoid entering an old module, set the *Animal Protocols* screen as your home page:



Click on "Set as Home Page"

3. ***My Dashboard* has now been nested within *Animal Protocols*.** To access *My Dashboard* from a modern browser, follow the instructions below:



Click  My Dashboard on the Animal Protocols screen

4. Text fields now allow easy copy and paste from another document/file.


- Copy/paste using **key commands or right-mouse-clicks** both work as they would in other applications (e.g., word processing, spreadsheets, etc.)
- Copy/paste from another document/file **no longer creates unwanted formatting in TOPAZ**

5. Confirmation messages for Save, Submit, and Inactivity.

- Whenever you save or submit your work in TOPAZ, a green confirmation bubble will now appear in the bottom right corner of the screen indicating that the action has been completed.
 - If you don't see the message right away, **please wait while the application completes the action** to avoid duplicate submissions
- If you leave the application open and inactive for 30 minutes, a yellow message bubble will appear in the bottom-right corner counting down the time until you are automatically logged out of the system.

7. Reviewer comments now appear in a floating yellow window alongside the protocol.


2.12 Unlisted Accounts

Comments From Last Submission 10/4/2019 3:47:54 PM 



Please attach the grant pages to the accounts section.

[view more](#)


****To respond to a comment,**

- Click the  icon to the right of the comment.
- Type your response and click "Add"

Reply From Test, TOPAZ 10/4/2019 3:57:45 PM

Format  **B** *I* U 

attached

 Add


6. There is a new, faster method to navigate datasets in TOPAZ (e.g. in the *Select Staff* window).

1. Navigate to a screen that is linked to a data set, for example, the *Protocol Associates* screen:

2.12 + ?

Protocol Associates

Use the (+) to add all personnel who will be involved with this protocol. Once the individual is added, identify their role (see (?) for role information). Describe the **Responsibilities** of each associate listed, be sure to specify (high school student, undergraduate, graduate, post-doc, lab technician, visiting scholar, etc.). Under **Comments** briefly describe training plan or qualifications for person listed on this protocol.

2. Click on the  button to open the data set (in this case, a staff list):

Select Staff Filter: Not Set... + ?

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Last Name ↑	First Name	Middle Name	Staff Number
<input type="checkbox"/>	Test	Topaz		

3. Click on the 3 vertical dots to the right of a column header and then click *Filter*:

Select Staff

Drag a column header and drop it here to group by that column

<input type="checkbox"/>	Last Name ↑	First Name
<input type="checkbox"/>	Test	

- ↑ Sort Ascending
- ↓ Sort Descending
- Columns
- Filter

4. Type in the value that you want the field to contain and then click *Filter*:

Last Name ↑	First Name	Middle Name
Test		

- ↑ Sort Ascending
- ↓ Sort Descending
- Columns
- Filter

Show items with value that:

Contains

And

Contains

Filter Clear