

Reporting Role Overview

The Reporting role is assigned to deans and departmental administrators. As a user with Reporting access in ecrt, you have the ability to log into ecrt to run reports and monitor the departments you are associated to for effort reporting and certification.

Ecrt can be accessed from the WebRaider Portal, under the HSC Finance El Paso tab. Click on the “Effort Certification and Reporting Technology (ecrt)” link found under Accounting > Contracts and Grants Accounting.

The screenshot shows the WebRaider portal interface. At the top, there is a navigation bar with the following items: Home, HSC Employee El Paso, Available Budget, News, F&A Work Tools, Payroll & Tax, HSC HR El Paso, **HSC Finance El Paso**, My Content, and Cognos. On the right side of the navigation bar, there are icons for My Personal Information, Email, Banner Admin, Banner Assistance, and Logout. Below the navigation bar, the main content area is divided into several sections: El Paso Business Affairs Announcements, Accounting, Budget, Procurement Services, Finance Systems Management (FSM), and Applications Development. In the Accounting section, a red box highlights the link "Effort Certification and Reporting Technology (ecrt)", and a red arrow points to it from a callout box that says "Click on 'Effort Certification and Reporting Technology (ecrt)'".

The Welcome page is displayed. Click on “Continue.”

The screenshot shows the "Welcome to ECRT" page. At the top left, there is the Texas Tech University Health Sciences Center El Paso logo. At the top right, it says "Welcome, Valeria Valencia | Sign Out" and there is a search bar with the text "Enter Search Criteria".

Welcome to ECRT

Welcome to the next big thing in time and effort reporting – Effort Certification and Reporting Technology (ECRT). At Huron Consulting University, we have deployed the web-based ECRT system to serve as the new tool to facilitate the institution's effort reporting and certification process. The institution's previous process - which included a variety of paper forms and cumbersome manual processing - will no longer be used. Individuals that are required to review and certify their research effort can take comfort knowing that this new technology dramatically simplifies the process. ECRT is a web-based technology that intuitively guides certifiers and administrators through the various facets of the effort reporting and certification process on a periodic basis. The ECRT system uses a guided process to walk you through the steps that you will need to complete your effort certification. Our institution's process will be simplified and standardized as a result of this technology – keeping the process simple for you, the end user. The ECRT system is designed to help you comply with the provisions of this institution's effort reporting policies, federal policy OMB Circular A-21 section J.10, NIH Salary Limitation on Grants, and other relevant agency policies that govern the need to provide certification of an individual's effort pursuant to his/her sponsored and non-sponsored programs. Faculty and staff are required to complete and submit an Effort Certification Statement for review and approval by a user's respective deadline. So, log in and get started. You will be certified before you know it!

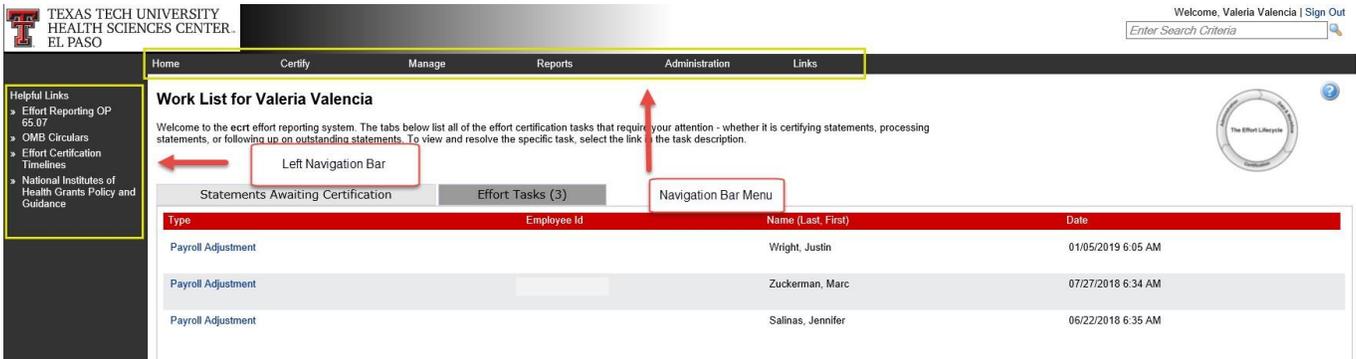
←

Work List:

The Home page or Work List page serves as an entry point to all system functions and offers links to a variety of resources to assist you in effort reporting.

Navigation Menu Bar - The primary method of navigating within the system is using the navigation menu bar along the top of the screen. The navigation menu bar is on every screen of the application, allowing you to move from one page to another quickly. When you place the cursor on a label in the navigation menu bar, the available pages to which you can navigate appear in the menu drop-down list. The **Home** menu on the far left returns the user to the **Work List** from anywhere in the application. There are also clickable links available on certain pages of the application that allow you to select for navigation to other pages.

Left Navigation Bar - The left navigation bar that is available on the Work List page contains useful links to training documents and other reference material. These links are also displayed in the **Links** drop-down menu in the navigation menu bar, which is available at the top of every page of the application.



Welcome, Valeria Valencia | Sign Out
 Enter Search Criteria

Home Certify Manage Reports Administration Links

Work List for Valeria Valencia
 Welcome to the ecrf effort reporting system. The tabs below list all of the effort certification tasks that require your attention - whether it is certifying statements, processing statements, or following up on outstanding statements. To view and resolve the specific task, select the link in the task description.

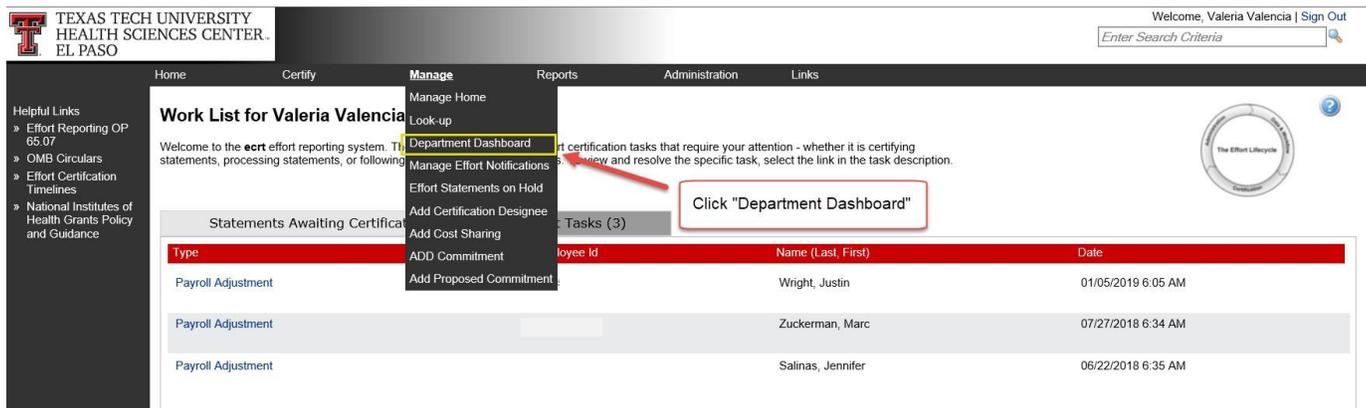
Statements Awaiting Certification Effort Tasks (3) Navigation Bar Menu

Type	Employee Id	Name (Last, First)	Date
Payroll Adjustment		Wright, Justin	01/05/2019 6:05 AM
Payroll Adjustment		Zuckerman, Marc	07/27/2018 6:34 AM
Payroll Adjustment		Salinas, Jennifer	06/22/2018 6:35 AM

Department Dashboard:

The Department Dashboard page makes it easy to monitor the department(s) you are associated to for effort reporting and certification. It contains pertinent information related to your department(s), including the employees, grants and FOPs and allows you to access effort statements for individuals associated to that department.

The Department Dashboard can be accessed by clicking on the **“Department Dashboard”** link from the Manage navigation menu drop-down located in the navigation menu bar along the top of the screen.



Home Certify **Manage** Reports Administration Links

Manage Home
 Look-up
Department Dashboard
 Manage Effort Notifications
 Effort Statements on Hold
 Add Certification Designee
 Add Cost Sharing
 ADD Commitment
 Add Proposed Commitment

Welcome to the **ecrt** effort reporting system. To view and resolve the specific task, select the link in the task description.

Statements Awaiting Certification : Tasks (3)

Type	Employee Id	Name (Last, First)	Date
Payroll Adjustment		Wright, Justin	01/05/2019 6:05 AM
Payroll Adjustment		Zuckerman, Marc	07/27/2018 6:34 AM
Payroll Adjustment		Salinas, Jennifer	06/22/2018 6:35 AM

Type the first three letters of the department name or number in the search box and wait for the system to prompt suggestions in a drop-down box. Select the correct department when it appears in the list and click **“Choose.”**

If you are associated to multiple departments, use the drop-down list to navigate to those departments.



Home Certify Manage Reports Administration Links

Department Dashboard

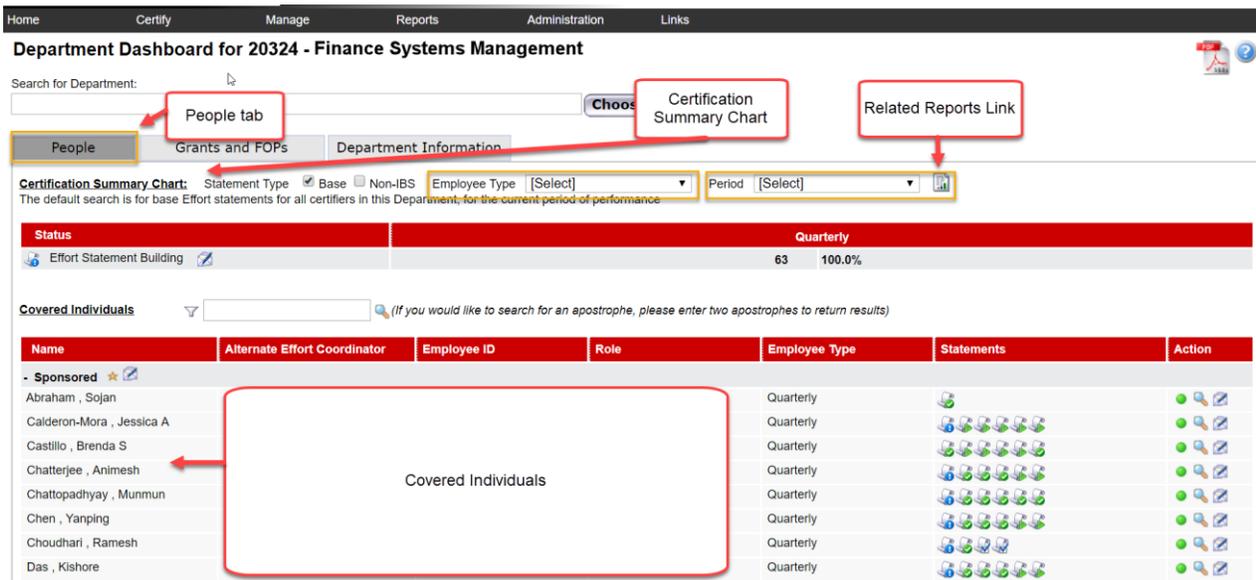
Search for Department:

20324 x Choose

20324 - Finance Systems Mgmt Elp

The **Department Dashboard** page is broken into three tabs: **People, Grants and FOPs,** and **Department Information.** At the top of the **Department Dashboard** page, the department name and number are displayed above the search field. On the right side of the page is a link to the Monthly Funding and Effort Information Report. The link opens the PDF version of the prior month’s report for the department.

The first tab on the **Department Dashboard** page is the **People** tab, which contains information about all of the institution’s employees who have a relationship to the department. The **Certification Summary Chart** allows you to define the statistics to review. You can select the **Statement Type** – either Base or Non-IBS – using the checkboxes, the **Employee Type** in a drop-down and the **Period** in a drop-down. The default search is for Base effort statements for all certifiers in this department for the current Period of Performance. To the right of the Period drop-down is the Related Reports link. When you click on the link, the list of available reports appears. Each of the reports you have access to allow you to monitor key aspects of the effort reporting process. When first accessing the page and no parameters are established, the chart shows the statistics for all statement types and all employee types for the most recent Period of Performance. For each status, it shows the number of individuals in the status and the percentage of the total in each status.



Department Dashboard for 20324 - Finance Systems Management

Search for Department:

People | Grants and FOPs | Department Information

Certification Summary Chart: Statement Type Base Non-IBS Employee Type [Select] Period [Select]

The default search is for base Effort statements for all certifiers in this Department, for the current period of performance.

Status	Quarterly
Effort Statement Building	63 100.0%

Covered Individuals (If you would like to search for an apostrophe, please enter two apostrophes to return results)

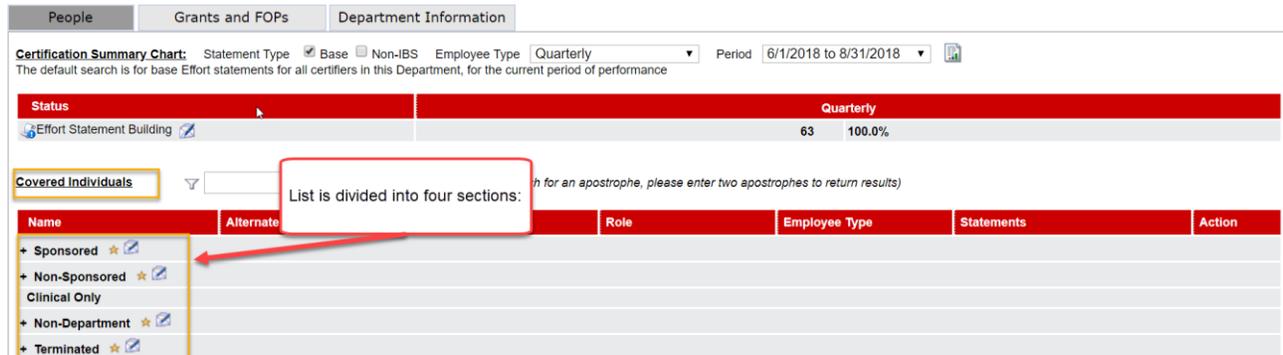
Name	Alternate Effort Coordinator	Employee ID	Role	Employee Type	Statements	Action
Sponsored						
Abraham , Sojan				Quarterly		
Calderon-Mora , Jessica A				Quarterly		
Castillo , Brenda S				Quarterly		
Chatterjee , Animesh				Quarterly		
Chattopadhyay , Munmun				Quarterly		
Chen , Yanping				Quarterly		
Choudhari , Ramesh				Quarterly		
Das , Kishore				Quarterly		

The chart below shows the most common statuses used and gives a brief description of the status.

Most Common Statuses	
Status	Description of the Status
Effort Statement Building	This status indicates that an Effort Statement is not yet ready for certification. This occurs during the period of performance when payroll and profile data are being loaded and the Effort Statements are being built.
Not Certified, Not Processed	This is the status that the Effort Statement is ready to be certified. Effort Statements move to this status when the Certification Period begins and the statement requires an individual to certify.
Certified, Not Processed	This status indicates that an individual certified his/her Effort Statement, and has been routed for review/approval to the Effort Coordinator. The Effort Statement will remain in this status until that review has been performed.
Certified, Processed	When the Department Administrator reviews and processes an Effort Statement, the status changes to this. All certified Effort Statements should change into this status by the end of the Certification period.
Auto Approved	This status is for Effort Statements that are auto-processed by the system. This occurs only when the university utilizes the auto-process functionality in eCRT which automatically moves effort statements that have no sponsored payroll associated to them into status. This will occur on the Certification Period Start Date.
Certified, Processed, Labor Redistribution Required	This status is when an Effort Statement has been certified by the individual at different percentages than the computed effort. When reviewing the certified effort statement, the Effort Coordinator moves the statement into this status to mark it as a statement where the Certification is correct, but a cost transfer needs to be processed in order to properly align computed and certified effort.
Labor Redistribution Pending	This is the status of a Certified, Processed Effort Statement when a cost transfer has been loaded into eCRT which will effect the computed effort percentages in that statement. Department Administrators will review this Payroll Adjustment Items and post the items to the Effort Statement.
Not Certified, Not Processed, Re-Opened by Labor Redistribution	This is the status of an Effort Statement where a cost transfer was applied and now the statement needs to be re-certified by the individual due to changes in the payroll percentages on the Effort Statement.
Not Certified, Not Processed, Re-Opened	This is the status of an Effort Statement that has been re-opened by an Effort Coordinator or Central Administrator. Effort Coordinators will only be able to re-open an Effort Statement during the Certification period

The **Covered Individuals** List is below the **Certification Summary Chart**. Covered individuals are assigned to a department based on the individual's primary department assignment. The list is divided into four sections:

- **Sponsored** - individuals in this Department who work on sponsored projects
- **Non-Sponsored** - individuals in this Department who do not work on sponsored projects – these statements will be automatically approved
- **Non-Department** - individuals who are in a different home department but work on a grant in this department
- **Terminated**.



People | Grants and FOPs | Department Information

Certification Summary Chart: Statement Type Base Non-IBS Employee Type Quarterly Period 6/1/2018 to 8/31/2018

The default search is for base Effort statements for all certifiers in this Department, for the current period of performance

Status	Quarterly
Effort Statement Building	63 100.0%

Covered Individuals List is divided into four sections: (for an apostrophe, please enter two apostrophes to return results)

Name	Alternate	Role	Employee Type	Statements	Action
+ Sponsored					
+ Non-Sponsored					
Clinical Only					
+ Non-Department					
+ Terminated					

The **Covered Individuals** list can be filtered in four ways: name, employee ID, role and employee type. To apply a filter, select the funnel icon to see the list of filters. Then select the appropriate radio button corresponding to the desired filter and select the magnifying glass. If you select the Role or Employee Type filter, the search box is transformed into a drop-down list populated with the options for each. Make your selection from the drop-down list, and click on the magnifying glass to apply the filter. The list refreshes to show the results from your selection. To return, click on the funnel icon, select Name and click on the magnifying glass icon.

The **Covered Individuals** list contains 7 columns for additional information. The first column is the employee's **Name** followed by the **Alternate Effort Coordinator**, **Employee ID** (or R Number), **Role**, **Employee Type** (which is always Quarterly), **Statements** and **Action** column. For the employee's **Role** column, if a user has more than one role then hovering over the listed role will display a list of all roles assigned to the person. The **Statements** column will show up to five icons representing the individuals most recent effort statements. If you hover the mouse over the icon of an effort statement the period and status of that statement will display. To review the effort statement simply click on the icon. You are able to review all of the details of the effort statement, but cannot take any action on it. You can review the body of the statement to see how the individual was paid and what they have certified (if the statement has already been certified).

The **Action** column contains the commitments stoplight – hovering the mouse on the commitments stoplight icon displays a popup message that contains commitment monitoring information at a quick glance. The system's **"stoplight"** (red) icons informs you whether there are any concerns about individuals satisfying their commitments, such as total committed effort is greater than 100%. The **magnifying glass** icon provides a link to the Manage Users page for that individual and the **pen and envelope** icon will send an email to the individual.

Covered Individuals (If you would like to search for an apostrophe, please enter two apostrophes to return results)

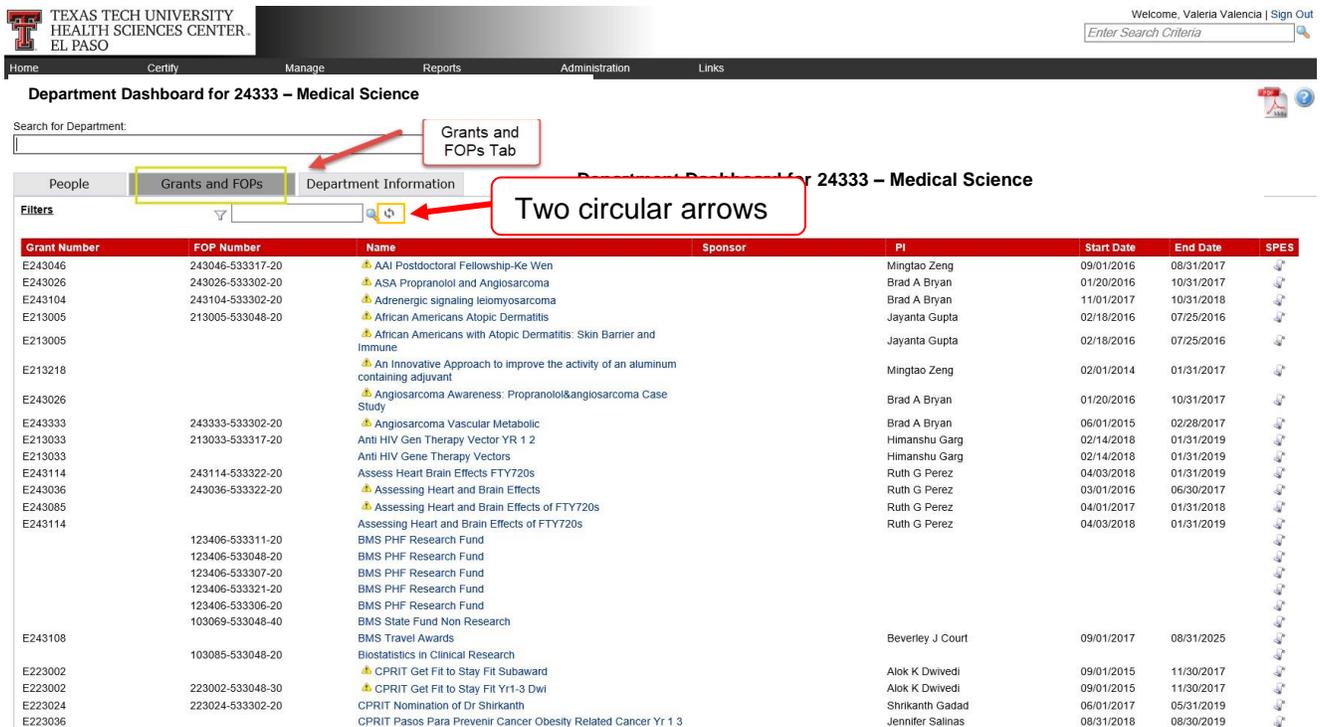
Name	Alternate Effort Coordinator	Employee ID	Role	Employee Type	Statements	Action
Sponsored						
Abraham, Sojan			Terminated	Quarterly		
Calderon-Mora, Jessica A			Certifier	Quarterly		
Castillo, Brenda S				Quarterly		
Chatterjee, Animesh						
Chattopadhyay, Munmun						
Chen, Yanping						
Choudhari, Ramesh						
Das, Kishore						
Dhandayuthapani, Subramanian						
Dou, Huanyu						
Dwivedi, Alok K						
Edwards, Veronica T						
Galvez, Adriana B						
Gangwani, Laxman D						
Garg, Himanshu			PI	Quarterly		
Garnica, Omar A				Quarterly		
Gonzalez, Mayra A				Quarterly		
Guo, Hua				Quarterly		
Harrison, Alana L				Quarterly		
Joshi, Anjali			PI	Quarterly		
Kannan, Annapooma				Quarterly		
Kumar, Devender				Quarterly		
Lee, So Yoon				Quarterly		
Lopez, Christopher				Quarterly		
Mehmetoglu Gurbuz, Tugba				Quarterly		
Montoya, Alexa N				Quarterly		
Morales, Elisa				Quarterly		
Nandy, Sushmita B				Quarterly		

The **Grants and FOPs** tab contains all of the Grants and FOPs that are assigned to the department, whether active or inactive. The **Grant Number** and **FOP Number** for each are shown, as is the **Grant or FOP Name**, the **Sponsor** R number, the **PI** of the grant and the

Start Date and **End Date**. The last column allows you to run the **SPES** report – Sponsored Project Employee Summary. This report lists all of the employees that had salary or cost sharing charged to a specific Grant or FOP. All of the columns are sortable by clicking on the header of the column.

The **Grant/FOP Name** is a link to the **Grant/FOP Summary** page. When you hover over the yellow icon to the left of the **Name**, it indicates that this is inactive.

The **two circular arrows** icon next to the **magnifying glass** allows you to refresh the list to show only the active Grants and FOPs. You can reset the page by clicking on the **magnifying glass**.



Welcome, Valeria Valencia | Sign Out
 Enter Search Criteria

Home Certify Manage Reports Administration Links

Department Dashboard for 24333 – Medical Science

Search for Department:

People **Grants and FOPs** Department Information

Filters

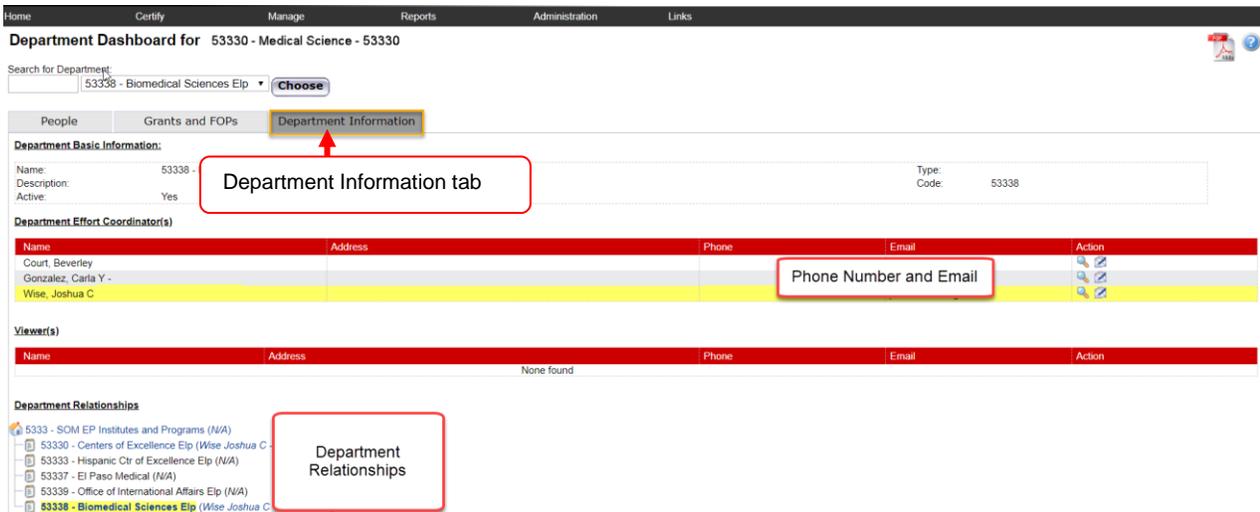
Grant Number	FOP Number	Name	Sponsor	PI	Start Date	End Date	SPES
E243046	243046-533317-20	AAI Postdoctoral Fellowship-Ke Wen		Mingtao Zeng	09/01/2016	08/31/2017	
E243026	243026-533302-20	ASA Propranolol and Angiosarcoma		Brad A Bryan	01/20/2016	10/31/2017	
E243104	243104-533302-20	Adrenergic signaling leiomyosarcoma		Brad A Bryan	11/01/2017	10/31/2018	
E213005	213005-533048-20	African Americans Atopic Dermatitis		Jayanta Gupta	02/18/2016	07/25/2016	
E213005		African Americans with Atopic Dermatitis: Skin Barrier and Immune		Jayanta Gupta	02/18/2016	07/25/2016	
E213218		An Innovative Approach to improve the activity of an aluminum containing adjuvant		Mingtao Zeng	02/01/2014	01/31/2017	
E243026		Angiosarcoma Awareness: Propranolol&angiosarcoma Case Study		Brad A Bryan	01/20/2016	10/31/2017	
E243333	243333-533302-20	Angiosarcoma Vascular Metabolic		Brad A Bryan	06/01/2015	02/28/2017	
E213033	213033-533317-20	Anti HIV Gen Therapy Vector YR 1 2		Himanshu Garg	02/14/2018	01/31/2019	
E213033		Anti HIV Gene Therapy Vectors		Himanshu Garg	02/14/2018	01/31/2019	
E243114	243114-533322-20	Assess Heart Brain Effects FTY720s		Ruth G Perez	04/03/2018	01/31/2019	
E243036	243036-533322-20	Assessing Heart and Brain Effects		Ruth G Perez	03/01/2016	06/30/2017	
E243085		Assessing Heart and Brain Effects of FTY720s		Ruth G Perez	04/01/2017	01/31/2018	
E243114		Assessing Heart and Brain Effects of FTY720s		Ruth G Perez	04/03/2018	01/31/2019	
	123406-533311-20	BMS PHF Research Fund					
	123406-533048-20	BMS PHF Research Fund					
	123406-533307-20	BMS PHF Research Fund					
	123406-533321-20	BMS PHF Research Fund					
	123406-533306-20	BMS PHF Research Fund					
	103069-533048-40	BMS State Fund Non Research					
E243108		BMS Travel Awards		Beverley J Court	09/01/2017	08/31/2025	
	103085-533048-20	Biostatistics in Clinical Research					
E223002		CPRIT Get Fit to Stay Fit Subaward		Alok K Dwivedi	09/01/2015	11/30/2017	
E223002	223002-533048-30	CPRIT Get Fit to Stay Fit Yr1-3 Dwi		Alok K Dwivedi	09/01/2015	11/30/2017	
E223024	223024-533302-20	CPRIT Nomination of Dr Shirkanth		Shrikanth Gadad	06/01/2017	05/31/2019	
E223036		CPRIT Pasos Para Prevenir Cancer Obesity Related Cancer Yr 1 3		Jennifer Salinas	08/31/2018	08/30/2019	

The **Department Information** tab contains the information about the department's effort coordinators and the department relationship tree.

The names, phone numbers, and email addresses of the department's effort coordinators are shown. The Primary Effort Coordinator is highlighted in yellow. This individual will receive all of the effort processing tasks that are created when individuals certify effort statements. The secondary effort coordinators are listed without highlighting. Any additions or changes to this list will be made by the Central Administrator.

The **Action** column in the Effort Coordinators list allows you to go to the **Manage Users** page for the coordinator by clicking on the **magnifying glass** icon and email the effort coordinator by clicking on the **pen and envelope** icon.

The **Department Relationships** tree shows the department's position in the organization structure.



Home Certify Manage Reports Administration Links

Department Dashboard for 53330 - Medical Science - 53330

Search for Department: 53330 - Biomedical Sciences Elp

People Grants and FOPs **Department Information**

Department Basic Information:

Name: 53330 Description: Active: Yes Type: Code: 53330

Department Effort Coordinator(s)

Name	Address	Phone	Email	Action
Court, Beverley				 
Gonzalez, Carla Y -				 
Wise, Joshua C				 

Viewers(s)

Name	Address	Phone	Email	Action
None found				

Department Relationships

- 5333 - SOM EP Institutes and Programs (N/A)
 - 53330 - Centers of Excellence Elp (Wise Joshua C)
 - 53333 - Hispanic Ctr of Excellence Elp (N/A)
 - 53337 - El Paso Medical (N/A)
 - 53339 - Office of International Affairs Elp (N/A)
 - 53330 - Biomedical Sciences Elp (Wise Joshua C)**

Reporting Functionality:

There are several reports available on the **ecrt Reporting** page that will assist you in the effort reporting and certification process. The **ecrt Reporting** page can be accessed by clicking on the **"Reports"** label in the navigation menu bar.

Welcome, Valeria Valencia | Sign Out
 Enter Search Criteria

Home Certify Manage **Reports** Administration Links

Work List for Valeria Valencia

Welcome to the eCRT effort reporting system. The tabs below list all of the effort certification tasks that require your attention - whether it is certifying statements, processing statements, or following up on outstanding statements. To view and resolve the specific task, select the link in the task description.

Click "Reports"

Type	Employee id	Name (Last, First)	Date
Payroll Adjustment		Wright, Justin	01/05/2019 6:05 AM
Payroll Adjustment		Zuckerman, Marc	07/27/2018 6:34 AM
Payroll Adjustment		Salinas, Jennifer	06/22/2018 6:35 AM

The eCRT Reporting page contains three window panes across the top that show the report **Category**, **Reports**, which shows the list of reports associated to the selected category, and a brief **Description** of the selected report. To access a report, select the type of report from the **Category** pane. The list of reports available for the category selected will appear in the **Reports** pane. Click on the report name in the list of reports in the **Reports** pane. Below the three panes are two tabs: **Parameters** and **Results**. On the Parameters tab, you input the variables influencing the report – the **Date** range, the **Employee Type**, the **School/Department** or **Employee** name, whatever is relevant to the report. A pop-up window appears with more information about each parameter when you mouse over the “i” icon next to the parameter’s name. Once the correct parameters have been input, click on the **“Run Report”** button to view the results in the **Results** tab.

Home Certify Manage Reports Administration Links

eCRT Reporting

Category
 Commitments
 Management
 Payroll/Cost Share

Reports
 Commitment Listing Report
 Certifiers Over Commitment Settings Report
 Monthly Commitment Summary Report

Description
 The Commitment Listing Report allows a user to see a complete list of all commitments for a user for a specific date range. The user can determine whether the report will include awarded commitments, proposed commitments, or both. The Commitment Listing Report has three query fields. You can search on an employee, FOP (active or inactive), or date range. You can modify the Commitments displayed on the Commitment Listing Report using the two icons that may appear in the Actions' column. The first icon is a red 'X' that allows you to remove that Commitment from the certifier's portfolio. The second icon is a scroll with a magnifying glass on top of it. Selecting that icon allows the user to edit the Commitment information that corresponds to that FOP. There are two additional resources that are available from this report. Click on the certifier's

Mouse over "i" icon

Parameters Results

Employee:
 To select an employee, type at least three letters of the name and then wait three seconds. Then select your choice from the list of choices. Searching by first name then last name will not produce results. You must search by last name only, first name only, id number only, or by last name then first name.

Date By:
 Awarded Proposed Awarded / Proposed

Dates:
 Start Date: [mm/dd/yyyy] End Date: [mm/dd/yyyy]

Run Report Click "Run Report"

Certification Status Report – The **Certification Status Report** can be used to see a list of all certification statements that have a specified status at the time the report is run. This list of statement statuses provides an effective method for you to monitor the certification process during a certification period.

To access the **Certification Status Report**, click on “**Management**” in the **Category** pane list and then click on “**Certification Status Report**” in the **Reports** pane list.

There are six input fields for parameter selections to run this report. The first section sets the statuses for which you would like to run the report. To do this, use the right arrow to move a status from the **Available Status** into the **Selected Status**. You can move all statuses into the **Selected Status** to provide a broad list of results or you can move only one status to provide a more refined results list. For this example, we will move all **Available Status** to **Selected Status** except **Manual Certification, Processed; No Certification Required, Processed; Certified, Processed; and Auto Approved**. These are the statuses that require no further action in the certification process.

School/Department: Enter the department for which the report will be run.

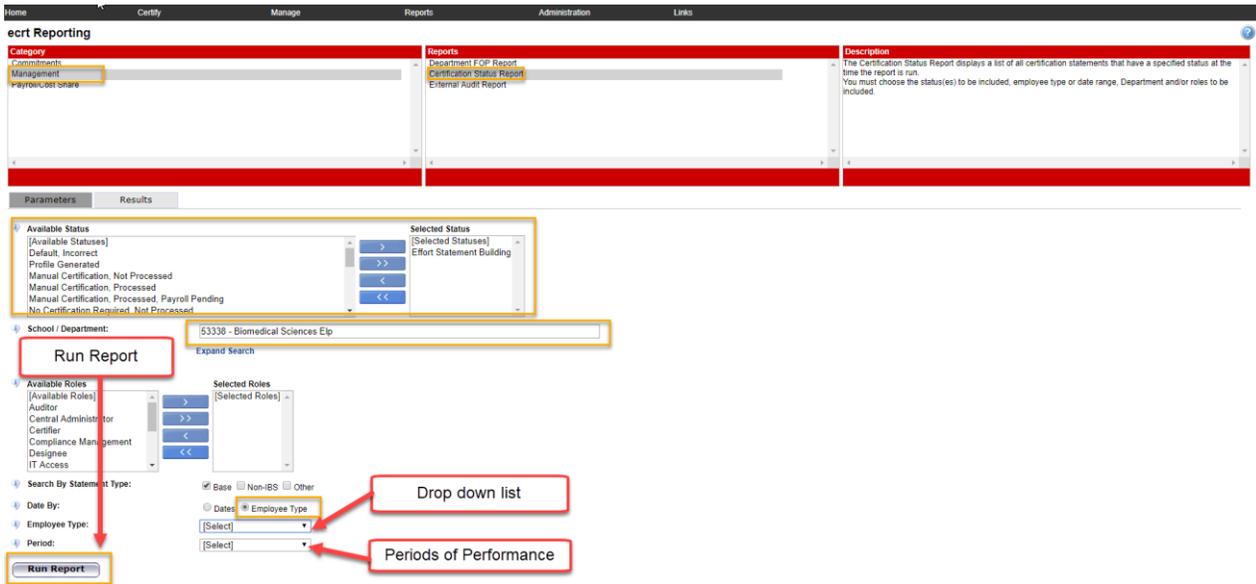
Role: For this example, no role is selected.

The **Search By Statement Type:** defaults correctly to **Base**.

Finally, you enter the date parameters. The first input field is the **Date By:** field which correctly defaults to **Dates**. The range of dates for the **Start Date** and **End Date** in the **Dates:** section can be set in one of two ways. You can input the start/end dates or select the calendar icon for each to select a date range. The date range used is the start/end dates for the Period of Performance(s).

The alternative way of setting the date range is to select **Employee Type** in the **Date By:** field. This will prompt you to select the **Employee Type** from the drop down list – select **Quarterly**, which will in turn determine the Periods of Performance that can be viewed and selected in the drop down list for **Period:**

When the correct parameters are entered, click on “**Run Report.**”



Parameters Results

Run Report

Available Status: [Available Statuses], Default, Incorrect, Profile Generated, Manual Certification, Not Processed, Manual Certification, Processed, Manual Certification, Processed, Payroll Pending, No Certification Required, Not Processed.

Selected Status: [Selected Statuses], Effort Statement Building

School / Department: 53338 - Biomedical Sciences Eip

Available Roles: [Available Roles], Auditor, Central Administrator, Certifier, Compliance Management, Designee, IT Access.

Selected Roles: [Selected Roles]

Search By Statement Type: Base Non-IBS Other

Date By: Dates Employee Type

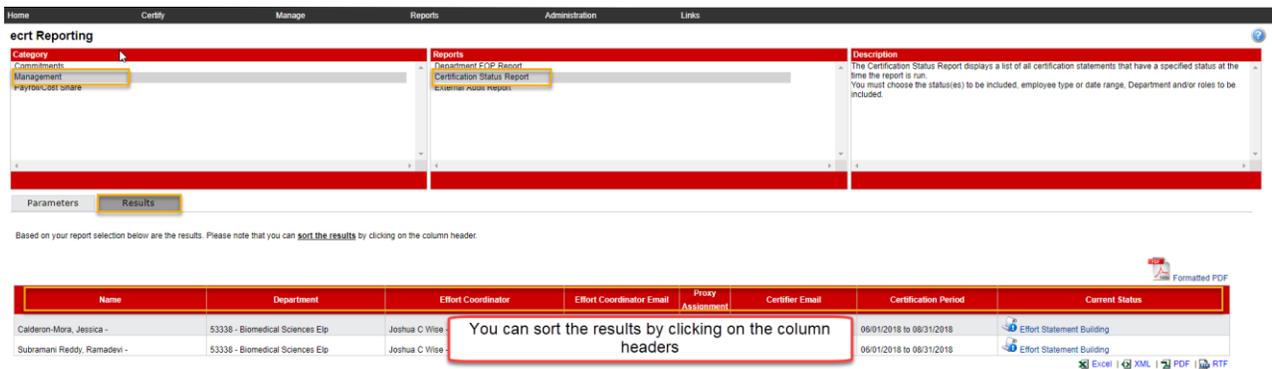
Employee Type: [Select]

Period: [Select]

Drop down list

Periods of Performance

–The report results appear in the **Results** tab. The results display the user’s **Name**, primary **Department**, primary **Effort Coordinator** and **Email** address, **Certifier Email** address, **Certification Period** (Period of Performance dates) and the **Current Status** of the statement. You can sort the results by clicking on the column headers. The icons at the bottom of the report will allow you to view the results in a different format and print the report.



Based on your report selection below are the results. Please note that you can **sort the results** by clicking on the column header.

Name	Department	Effort Coordinator	Effort Coordinator Email	Proxy Assignment	Certifier Email	Certification Period	Current Status
Calderon-Mora, Jessica -	53338 - Biomedical Sciences Eip	Joshua C Wise				06/01/2018 to 06/31/2018	Effort Statement Building
Subramani Reddy, Ramadevi -	53338 - Biomedical Sciences Eip	Joshua C Wise				06/01/2018 to 06/31/2018	Effort Statement Building

You can sort the results by clicking on the column headers

The [ecrt Training](#) page provides a useful document which contains a description of each of the reports that are available for the user with the Reporting Role in ecrt. The **ecrt Reports by Role** link is located under the All Roles section at the top of the ecrt Training page. To view a report, locate the Reporting Role section in the Table of Contents and click on the name of the report. An overview of the report will appear in a new browser.

If you have additional questions, please email the Effort Reporting Administrators at ECRTEip@ttuhsc.edu.