1) Log in to eProtocol with your CalNet ID & password at: https://eprotocol.berkeley.edu

2) Click on the IRB tab to see your Investigator Homepage for IRB Submissions.

3) From your Investigator Homepage, there are two ways to get to a list of your approved protocols:
   a. Scroll to the bottom of the page (past the Study Closure section of the table); or,
   b. Go to the Investigator Menu on the upper left side of the page and click on Approved Protocols.

4) Click on the Protocol ID link of the protocol that you wish to amend/modify.
5) Select **Start Amendment** from the Approved Protocol Decision menu and click on **Ok**.

![Approved Protocol Decision](image)

6) Complete the Amendment Form and then modify the appropriate sections of the protocol.

   **Note:** You can closeout of the protocol at any time and access it again from your Investigator Homepage. Save the page you are working on before closing the protocol.

![Amendment Application](image)

7) When the Amendment Application is complete and you are ready to submit the application to OPHS/CPHS, see the eProtocol Quick Guide [Submit Protocol Application](#).