

## Grants Manager Contracting Overview

### eLearning Course Outline

**Course Description:** This course provides an overview of the Grants Manager Contracting application and instruction on how to use the tool. Grants Manager Contracting enables price negotiations between Sites and Sponsor staff.

Approximate Duration<sup>1</sup>: 40 min

Module	Topic
<b>Welcome</b> (1 min)	
<b>Introduction to Grants Manager Contracting</b> (2 min)	Objectives
	What is Grants Manager Contracting?
	Need for Grants Manager Contracting
	Summary
	Creating the Study
	Invite Users to the Study
	Invite Site Personnel
	Summary
<b>Studies Page</b> (8 min)	Objectives
	What is the Studies page?
	Using the Navigation Bar
	Study Budget Information
	Master Budget Page
	Site Budget Page
	Summary
<b>Creating a Budget</b> (5 min)	Objectives
	Creating a Budget
	Importing a Budget from GM 3.0
	Summary
<b>Sending Budgets to a Site</b> (5 min)	Objectives
	Creating and Sending Site Budgets
	Summary

Module	Topic
<b>Editing a Budget</b> (4 min)	Objectives
	Receiving Requests from the Site
	Making Adjustments and Sending
	Finalizing a Budget
	Summary
<b>Next Steps</b> (1 min)	What to do Next
	Entering your Electronic Signature
	Viewing and Printing Your Certificate
	Accessing Your Rave Studies
	Summary
<b>Post Assessment</b>	Post Assessment

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<sup>1</sup> Duration listed is approximated, and does not reflect activities, simulations or assessments