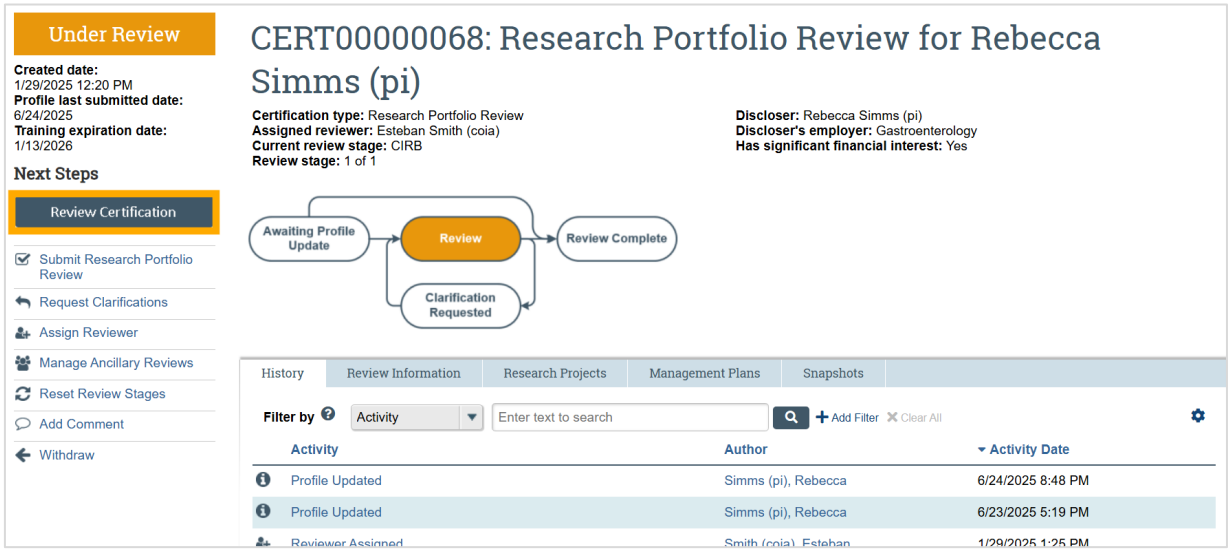
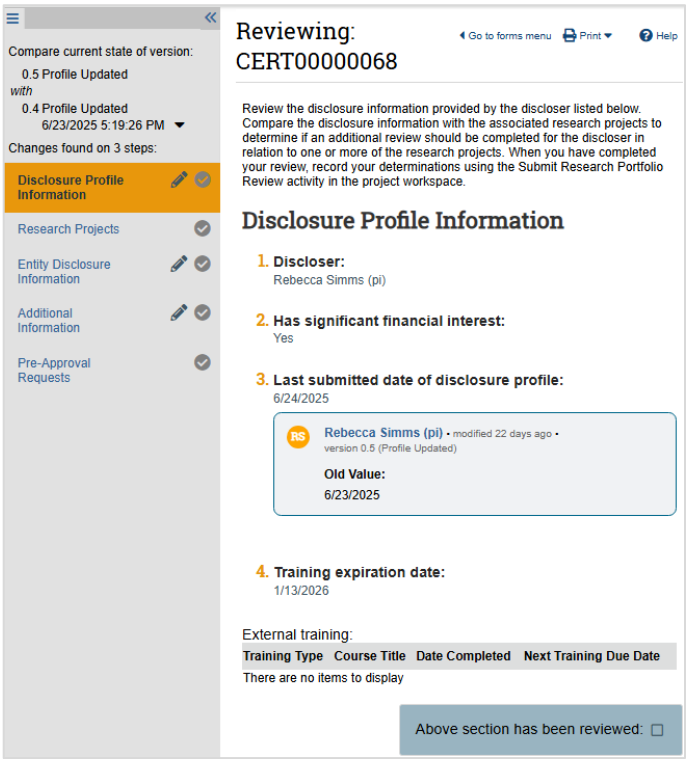
Research Portfolio Review

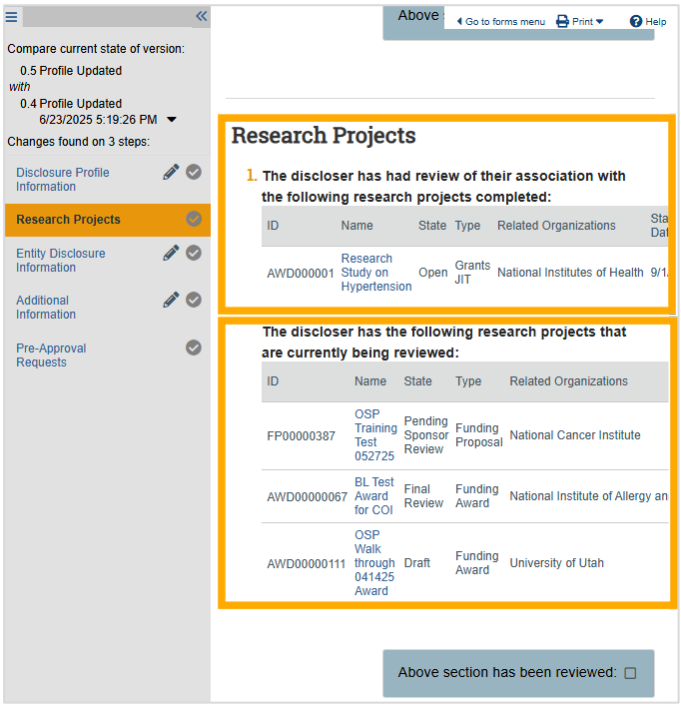
When conducting a research portfolio review, you compare the discloser's interests against all their previously reviewed research projects. A research portfolio review is generated by the system when: (1) a discloser updates their discloser profile, (2) the new disclosure exceeds significant financial interest thresholds, or (3) the discloser has other previously completed research certifications..

1. Start on the research portfolio review workspace, to begin the review, click Review Certification.

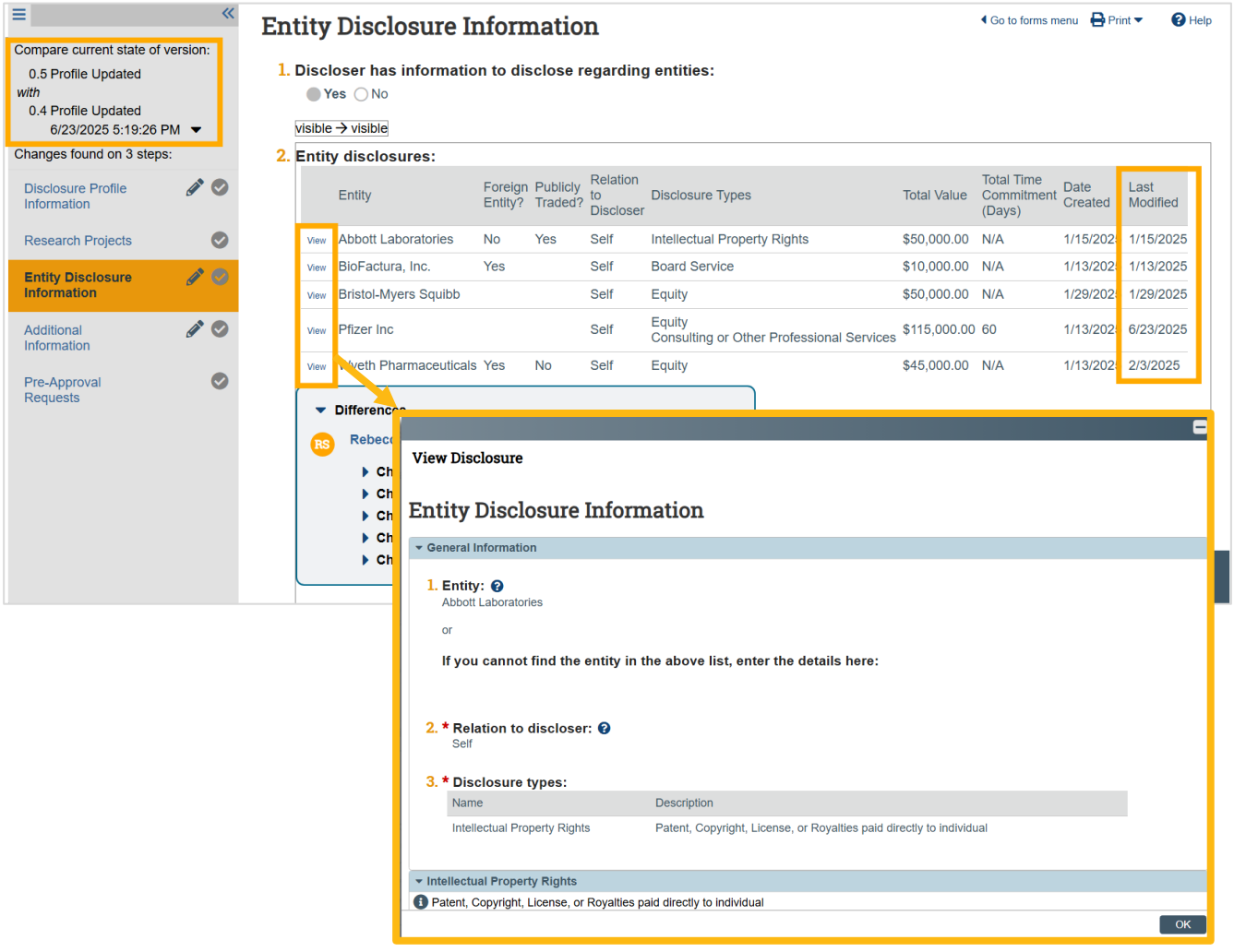


2. After clicking Review Certification, the research portfolio certification review SmartForm appears. There is a Discloser Profile section, and a Research Project section. The Research Project section is divided into two parts. The first part shows projects with completed research reviews, and the second part shows research projects that are currently being reviewed. The projects that are currently being reviewed will be excluded from the Research Portfolio Review.





3. **There is an entity discloser information section. This task was created because changes were made to the discloser's profile that might impact previously reviewed research projects. You can use the Compare feature or reference the last modified date to see the interests that have changed. Compare each of the entity disclosures for relatedness and significant financial interest against the research projects that have completed research reviews. See more information on each entity by clicking View and examine it in relation to each reviewed research project.**

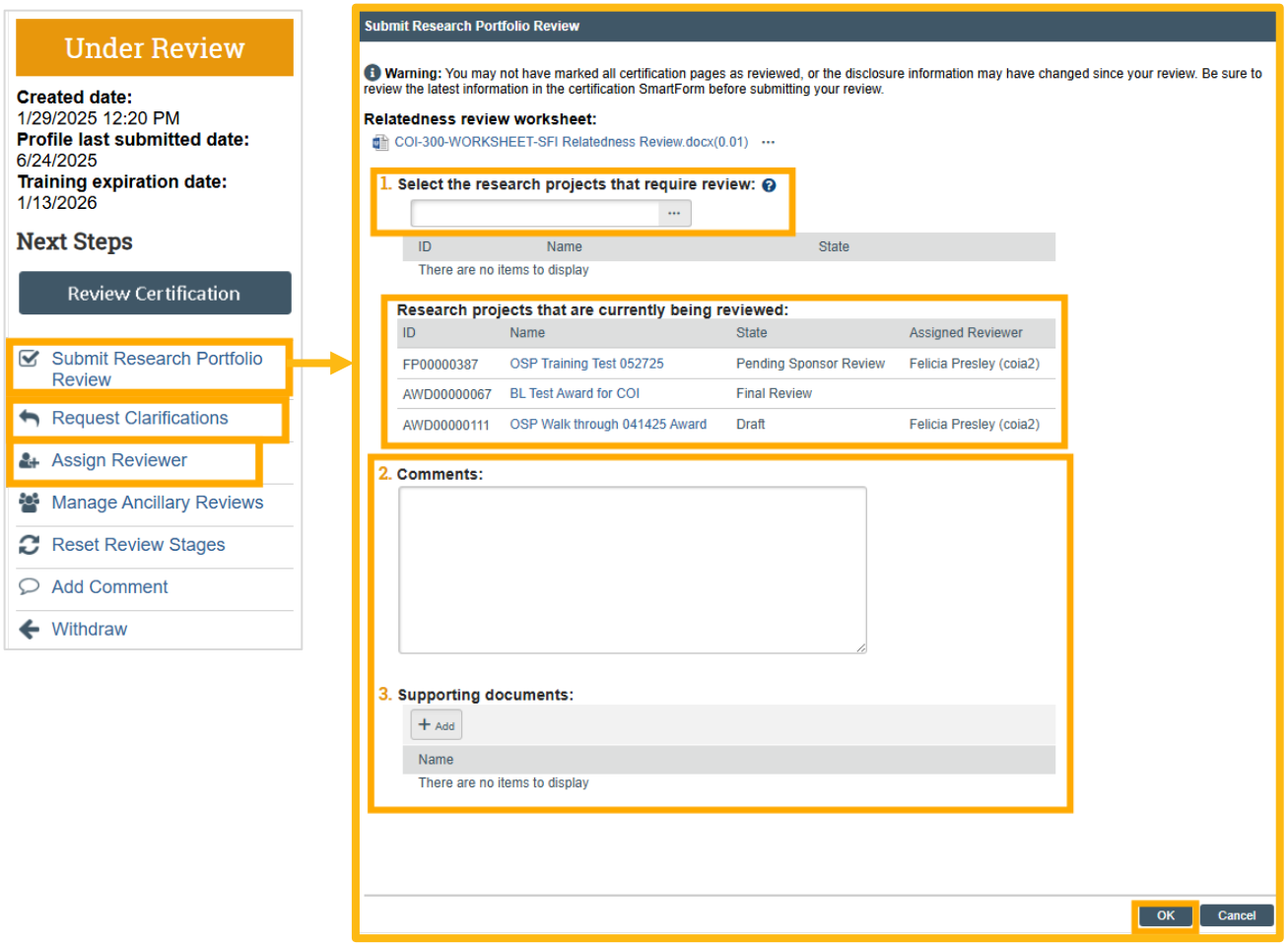


4. **The Pre-Approval Requests section includes pre-approval requests that can be included in this analysis, the PARs will only appear here if they have been requested and approved. Once you've completed your analysis comparing the entity disclosures against the previously reviewed research projects, click Exit.**



5. **Prior to submitting the research portfolio review, if you identify a conflict and need to request clarification from the discloser, click Request Clarification. You also have the option to assign a reviewer to this research portfolio review using the Assign Reviewer activity. When you are satisfied with your review, click Submit Research Portfolio Review.**

6. **On the Submit Research Portfolio Review page, select the research project(s) that require further review. You will see a list of research projects that are currently being reviewed. Add any comments or supporting documents and click OK.**



The research portfolio review will advance to the Review Complete stage. The research certification or certifications that were just generated based on your determinations will appear on the Related Certifications tab.