eCOI+ Startup Company Certification Quick Guide

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If you are forming a startup company that will be collaborating with Rutgers, fill out this certification.
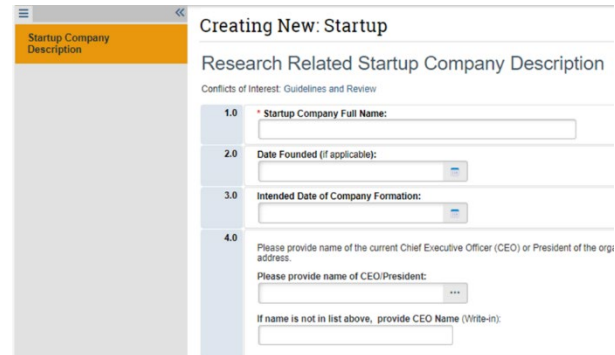
Step 1: Create the Startup Company Certification

From My Inbox, click the Create Startup Company Certification button.
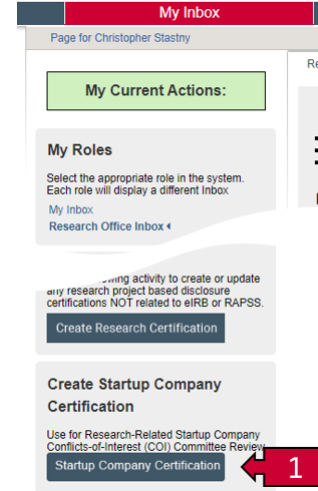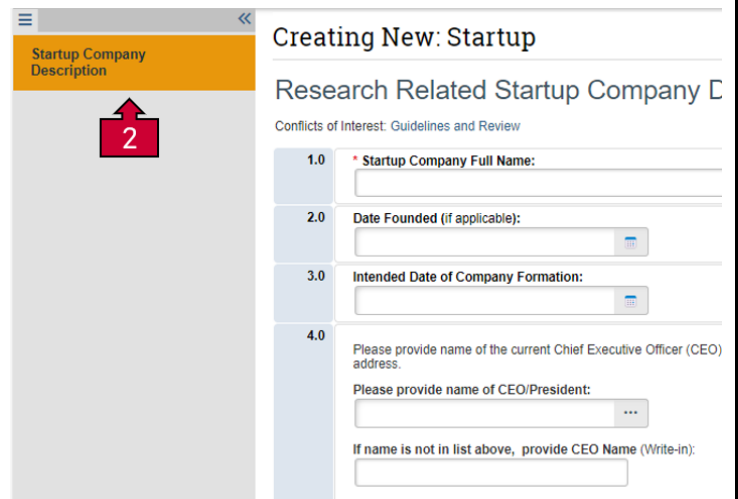

You will be presented with a blank Startup Company record.

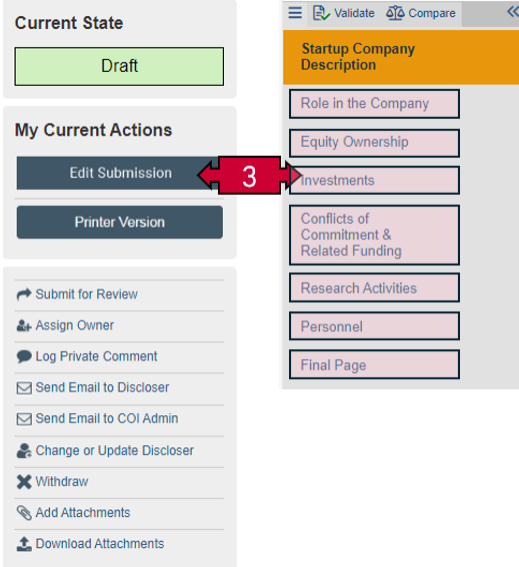Please fill out this certification with the information for your startup company.

Step 2: Startup Company Description

Provide the information for each of the fields as requested.
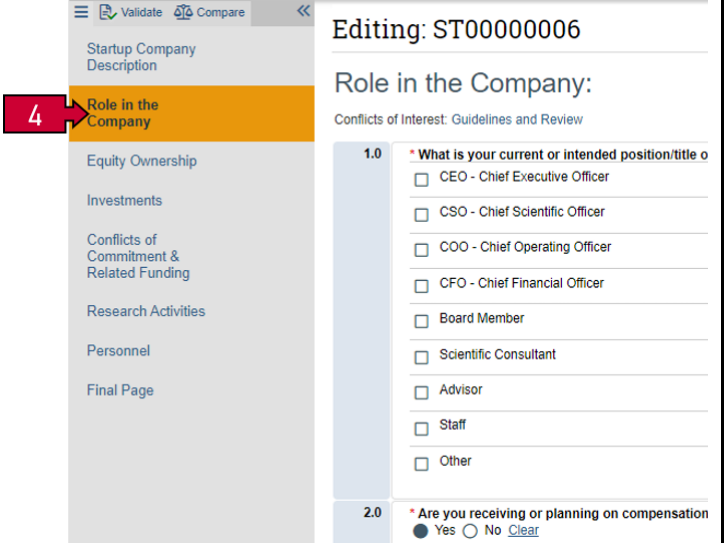
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Step 3: Complete the remaining Smartforms

Provide the information for each of the fields as requested.

Once the initial Smartform page has been completed and saved, all remaining Smartform pages will be displayed.
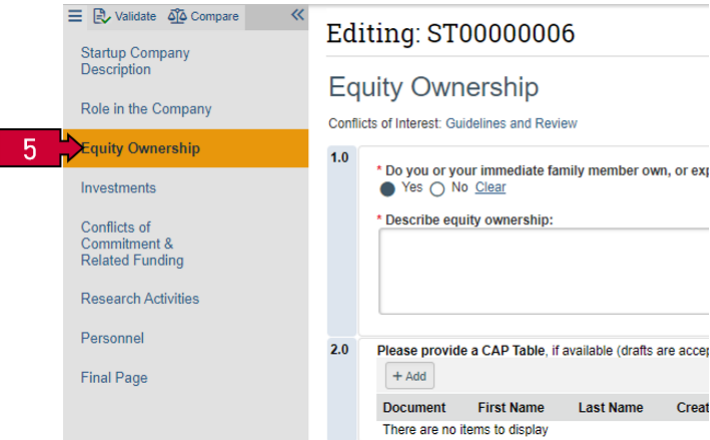

Step 4: Role in Company

Provide the information for each of the fields as requested.

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Step 5: Equity Ownership

Provide the information for each of the fields as requested.
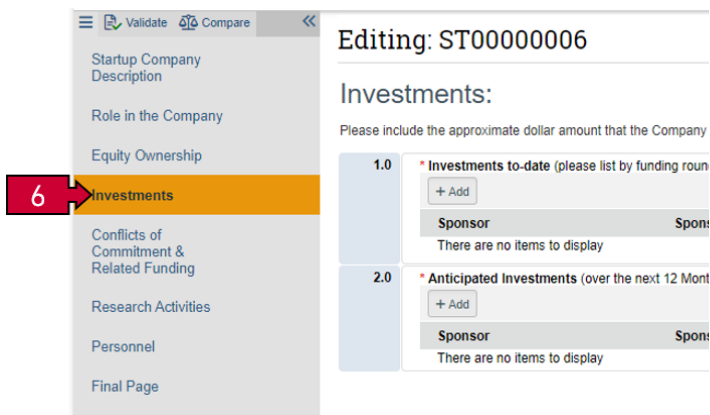
Step 6: Investments

Provide the information for each of the fields as requested.
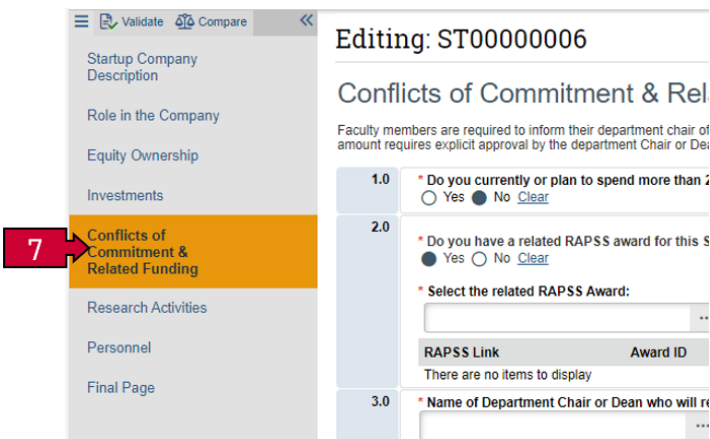
Step 7: Conflict of Commitment & Related Funding

Provide the information for each of the fields as requested.

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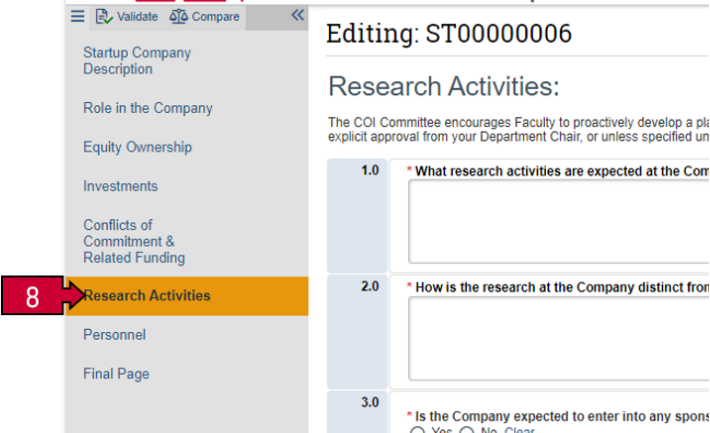
Step 8: Research Activities

Provide the information for each of the fields as requested.
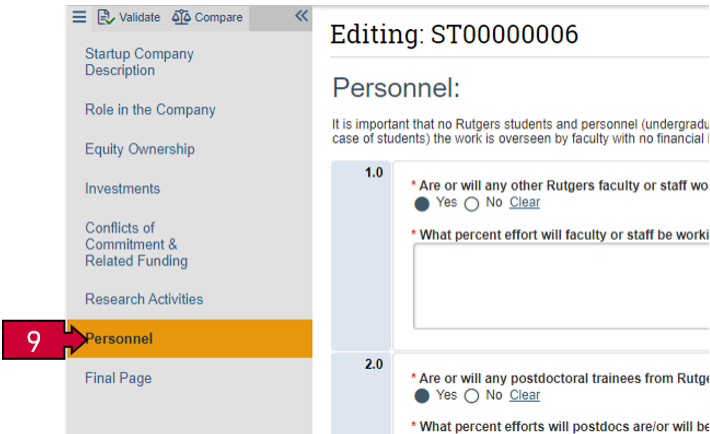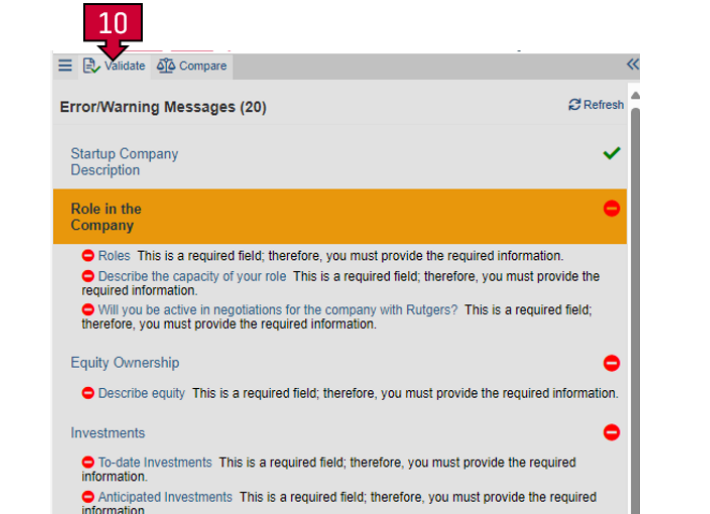

Step 9: Personnel

Provide the information for each of the fields as requested.
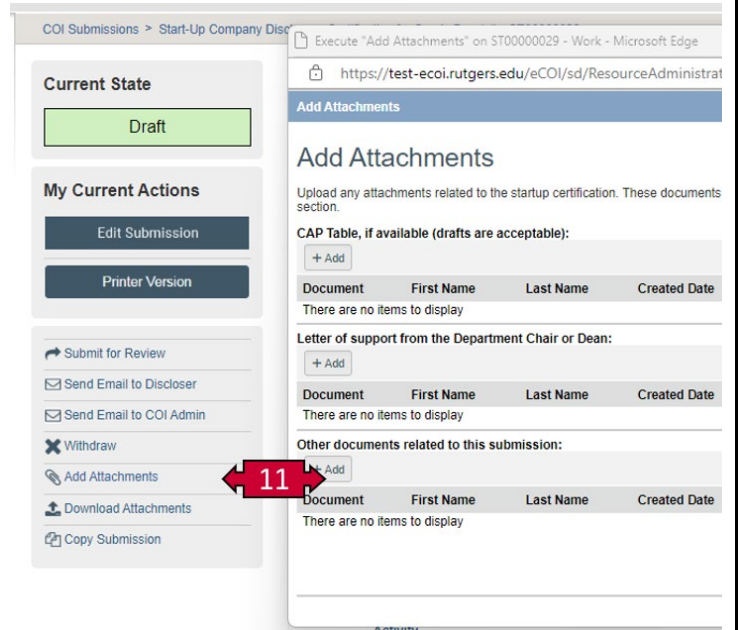

Step 10: Validation

Once you have completed all the previous fields, you may validate the forms to identify any errors or missing/incomplete information.
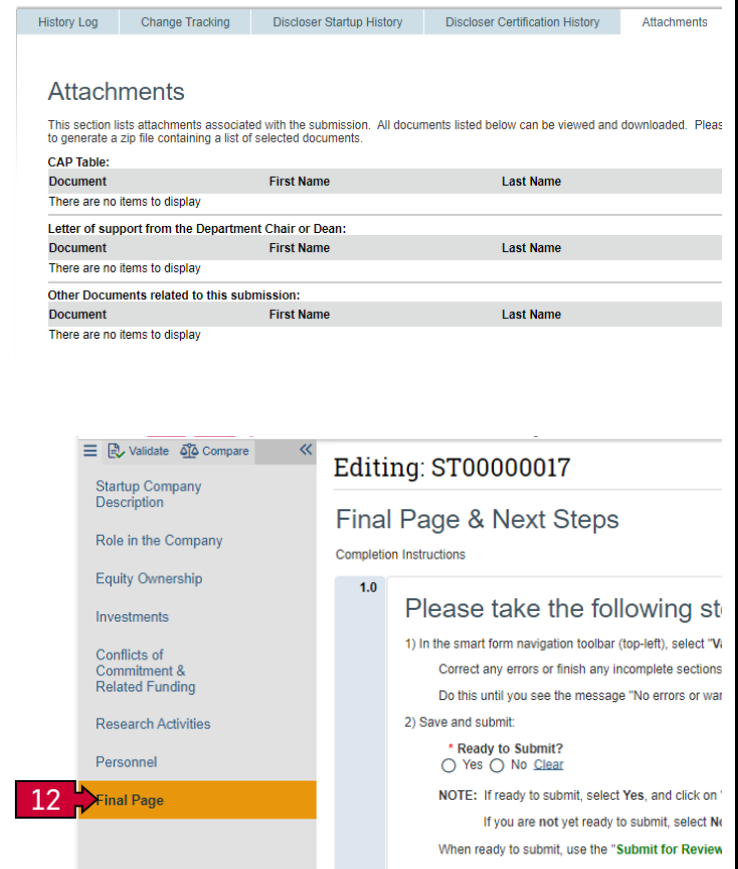
Step 11: Upload supporting documentation

If appropriate and/or requested, you may upload additional documents in this section.

Step 12: Finalize & Submit

Follow the completion instructions to finalize and submit your certification.

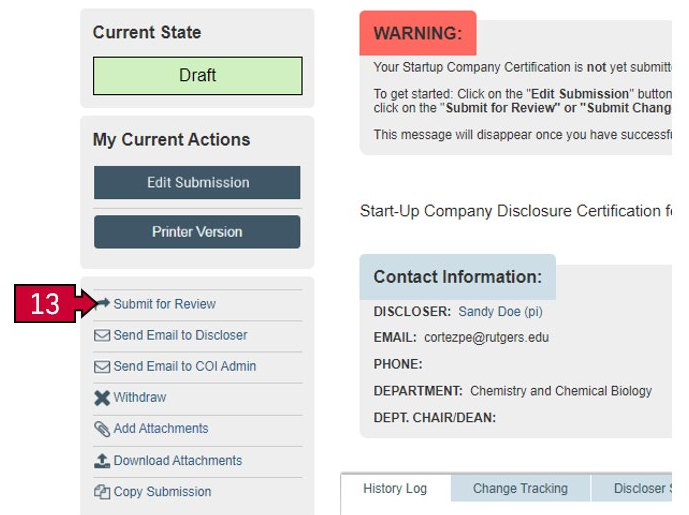# eCOI+ Startup Company Certification Quick Guide

Step 13: Submit for Review

Final Step

Step 14: Follow the progress

You may follow the progress of the project at any time by going to the main workspace and viewing accompanying diagram.

Related Quick Guides

- eCOI+ Terminology Quick Guide
- eCOI+ Disclosure Workspace Quick Guide
- eCOI+ My Inbox Quick Guide
- eCOI+ Submissions Workspace Quick Guide
- eCOI+ My Profile Workspace Quick Guide
- eCOI+ Workflow and States Quick Guide
- eCOI+ Update/Edit/Create Certification Record Quick Guide
- eCOI+ Startup Company Certification Quick Guide
- eCOI+ Research Certification Quick Guide
- eCOI+ Attendance at Events Quick Guide

Department Reviewer

- eCOI+ Department Reviewer Quick Guide
- eCOI+ My Inbox (Department Reviewer) Quick Guide
- eCOI+ Disclosure Workspace (Department Reviewer) Quick Guide