How to Check Active Animal Census:

1) Open the Researcher Menu and click on My Cage Cards

2) Choose the protocol from the drop-down menu

3) Click List Cage Cards

4) All active cage cards will appear in a table. You can click on the View button to see more detail for that cage card in a new tab.
How to View Animal Orders:

1) Open the Researcher Menu and click on My Animal Orders

2) The page should load with your name already in the Protocol Person field. You can refine your search with any of the provided search fields

3) You will be able to open any order from the results to see more detail

4) The Order Status will state whether the order is still pending (awaiting approval), the order has been placed (approvals completed), or if the order has been completed
How to View Requests:

1) Open the Researcher Menu and click on All My Requests

2) The page should load with your name already in the Protocol Person field. You can refine your search with any of the provided search fields

3) Any request can be opened to be viewed. Completed requests will have the new cage card number(s) present in the request

4) The Allocation Status will state if you have yet to submit the request (In Progress), if the request is being processed (Awaiting Approval), or if the request has been completed