# Dartmouth

# BIORAFT QUICK GUIDE

**IBC** Registration:

New, Renewal, and Modifications for Approval

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Add/Remove lab members	21

### BioRAFT Login Page.

# Dartmouth

Welcome to BioRAFT!
Support

Log in with Dartmouth
WebAuth

(Click here for other access methods)

Login with your Dartmouth DND credentials at either of these two links.

#### **Welcome to BioRAFT**

Welcome to BioRAFT - The Research Management Platform

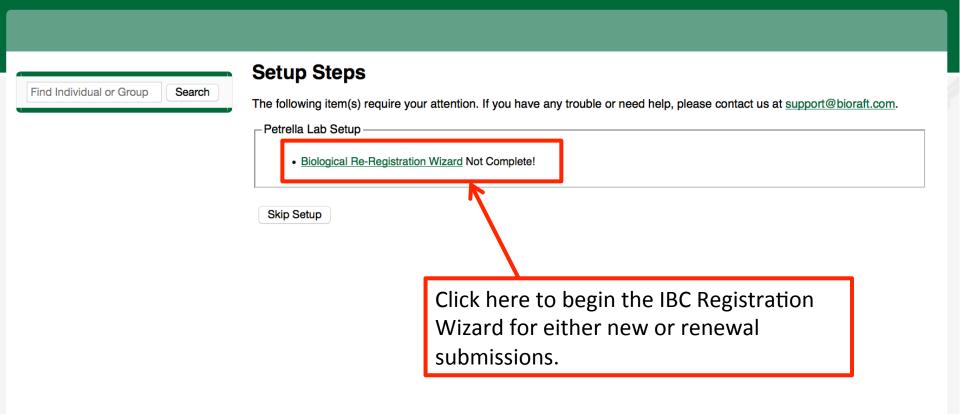
To access this site, please Log in with Dartmouth Web Auth.

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## IBC New or Renewal Registration Wizard

# Dartmouth

Welcome, Brenda L. Petrella Support | Logout

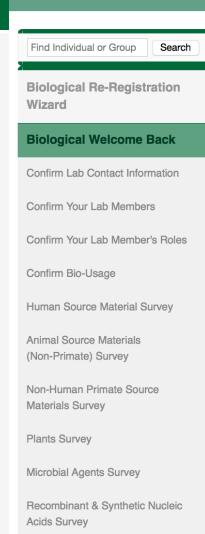


# **Biological Registration Wizard**

## Dartmouth

elcome, prenda L. Petrella

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# Welcome Back! In the past you have used this system to register your usage of biological materials in your research laboratory. The time has come to review this information and update anything that is out of date. Once you have confirmed that your research profile is current, you will need to sign and submit this information to EH&S. The following wizard will step you through this process. When you are complete, you will receive an e-mail confirmation. Your BSO will contact you with any follow up questions. Please click below to begin. If you would like, you may delegate this process to another member of your lab Continue

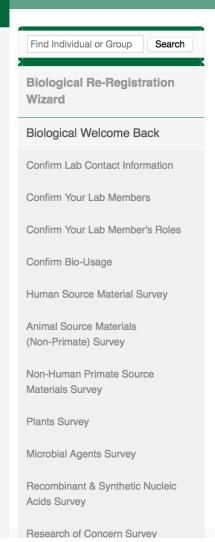
Click "continue" to access the IBC Registration surveys on the left. Complete/submit all of the surveys applicable to your work. Once you certify/initial/submit the entire registration, it will be reviewed by the Biosafety Officer and the IBC.

If you prefer to have a lab manager complete this registration, select "delegate now" to set up access for another lab member.

# **Biological Registration Wizard**

# Dartmouth

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#### **Biological Registration Forms**

This section allows you to add registration forms for agents and activities in your laboratory. Click on each form name that applies to your laboratory.

Biological Forms Submitted

Regarding Submitted Form Submitted By Submission Date Last Updated State

No Biological Registration Forms have been filled out for this lab.

#### Add Pathogen Registration

Register the usage of a pathogenic agents (Bacteria, Virus, Parasite, Fungus, etc) Each agent will need a separate form.

\*For recombinant Viruses, uses the Viral Vector Form.

#### Add Viral Vector Form

Register the usage of recombinant viruses based on the viral vector system used to produce the virus or viruses. Each viral vector system used requires a separate form. \*Nor alteration of wild type viruses or the use of wild type viruses as vector systems, use the Pathogen Registration Form.

When finished please lick "Next Step" to proceed

**Previous Step** 

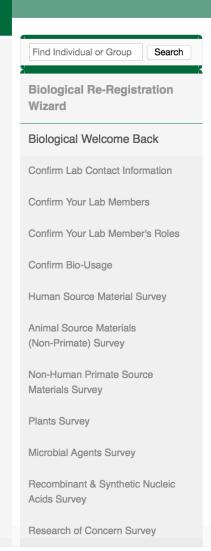
Be sure to complete Pathogen Registration forms and Viral Vector Registration forms for the agents you use. Next Step

## **Biological Registration Wizard**

# Dartmouth

Welcome, Brenda L. Petrella

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#### **Enter Laboratory's Research Projects**

Please enter information about the specifics of your laboratory's projects. Entry of this information is important for compliance registration purposes.

These are the projects currently ongoing in the Petrella Lab as well as projects that are intended to start in the next year.

Project Title

The Role of MT1-MMP in Renal Tumorigenesis

MT1-MMP as a Therapeutic Target in the Treatment of VHL Negative RCC

Regulation of Hypoxia-Inducible Factor alpha in Cancer

Edit remove

Add a Project

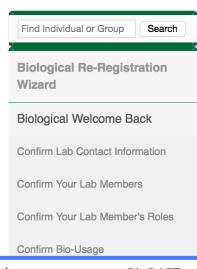
When finished please click "Next Step" to proceed

Previous Step

If any of your listed projects have changed, ended, or if you have a new project in the lab, please modify/add them here.

**Next Step** 

## Biological Registration Wizard - Summary



**Setup Steps** 

The following is a summary of the information provided during your Lab Setup and Biological Registration. This summary will be wrapped as a PDF and will serve as an official time stamped record or your laboratory's activities. Following submission, this summary will be sent to the Biosafety Officer for preview and then to the Institutional Biosafety Committee for review. Please review this carefully and click edit as necessary to update or add information. When complete, please certify this summary by clicking the button at the bottom of this page.

#### **Petrella Lab**

PI: Dr. Brenda L. Petrella

#### **Usage Summary**

#### **Primate Materials**

- Human Cell Lines
- · Non-Human Primate Source Materials

#### Non-Primate Materials

- Fish/Amphibians
- Insects/Arthropods
- Lab Animal Source Materials (Non-Primate)
- Lab Animal Tissues (Non-Primate)
- Lab Animals (Non-Primate)
- · Non-Pathogenic Microorganisms
- Pathogenic Microorganism
- Plants

#### Other Biological Source Materials

- Biological Toxins
- Mutagenic Agents
- Recombinant or Synthetic Nucleotides
- Select Agent Biological Toxins
- Viral Vectors

Based on your answers, BioRAFT will estimate the Section(s) of the NIH Guidelines to which your research applies. This is an NIH requirement. Click on the NIH Section to verify that it is correct.

Materials Survey

Plants Survey

Microbial Agents Survey

Recombinant & Synthetic Nucleic Acids Survey

Research of Concern Survey

Update Biological Forms

Enter Laboratory's Research Projects

Update Biological Summary

This lab ships biological materials. (Domestically, Between Campuses)

#### Applicable NIH Guideline Sections:

- Section III-A-1
- Section III-D-4
- Section III-D-5
- Section III-D-6
- Section III-E-2
- Section III-E-3

Lab Focus: [edit]

The long-term objective of this research program is to define molecular r molecular targets with the rapeutic implications.

#### Projects: [add]

- -The Role of MT1-MMP in Renal Tumorigenesis
- -MT1-MMP as a Therapeutic Target in the Treatment of VHL Negative I
- -Regulation of Hypoxia-Inducible Factor alpha in Cancer

After completing the Wizard, this summary of your various survey answers will be displayed. Be sure to scroll to the bottom of the webpage and review your answers. If any section need to be edited, simply click the green edit link.

# **Certify Registration**

AIM2: Elucidate the role of YY1 in renal tumorigenesis. Proper renal tumor suppression depends on the inhibition of HIF-2a. We identified YY1 as a putative repressor of HIF-2a; thus, we hypothesize that YY1 may prohibit renal tumor development by repressing HIF-2a and that inhibition of YY1 may promote renal tumorigenesis. Aim 2a. The role of YY1 in renal tumorigenesis will be investigated in vitro using two stable cell line models designed to manipulate YY1 expression. The objective of this Aim is to provide the rationale needed for future in vivo studies that will determine whether YY1 has a significant role in renal tumorigenesis. To measure tumorigenic properties in vitro, the stable cell lines will be used in assays that measure proliferation, migration/invasion, and colony formation. Aim 2b. We will utilize a renal cell carcinoma tissue microarray of archived tumors from patients treated at Dartmouth-Hitchcock Medical Center that we previously developed. Using this array, we will determine whether YY1 is a prognostic factor for RCC by comparing YY1 expression to clinical outcomes, such as tumor stage, grade and survival. These experiments will address whether YY1 plays an important role in renal tumor progression and whether YY1 repression of HIF-2a should be considered in the clinical setting.

#### **Project Team Members**

People Involved in this project.

#### Laboratory group members involved in this project:

Petrella, Brenda - Principal Investigator 11633@dartmouth.edu

Send Question Set Status to Denied

At the bottom of the Bio Summary, click "certify" to confirm all information is correct. This will direct you to the "submit registration" page. Only the PI of the lab has this permission.

#### **Additional Forms**

No Pathogen or Viral Vector registration forms have been filled out for this lab.

Add a Viral Vector Form

Add a Pathogen Registration Form



# **BioRAFT Submission Page**

Procedures related to biological research, and local state and	rederal regulations.:	
a. I will initiate no recombinant DNA research subject to the N		iS
until that research has been reviewed and approved/registers	d with the Institutional Biosafety Committee.:	Initial all of the
		statements on
b. I will ensure that those working in my laboratory will follow		
CDC/NIH Biosafety in Microbiological and Biomedical Laborat for the designated biosafety level and the research done in my	The state of the s	this page.
Tor the designated blosalety level and the research done in my	y labs	
c. I will supervise staff, and correct work errors and conditions	s that could result in unsafe laboratory practices or	
breaches of the NIH Guidelines.: *	s that could result in unsale laboratory practices or	
d. I will follow all applicable Federal and international regulation		ly
and internationally. I will also obtain the proper importation or		
Office before shipping to or receiving from any international lo	ocation any biological material.: "	
e. I will ensure that staff are trained in: good microbiological p	practices and techniques required to ensure safety f	or
this project, in the procedures for dealing with accidents, and		
assure that all listed personnel who have occupational exposi		
bloodborne pathogen training through EH&S.: *		
f. I will inform the EH&S Office of any significant research-rela	ated accident or illness as soon as nossible after its	
occurrence.: *		
	After initialing, click "certify and s	ubmit". This will
	submit your registration to the IBG	C and Biosafety
g. I will inform the EH&S Office of any significant changes to r		,
	Officer.	
By clicking this button I, Brenda L. Petrella, agree to all of the term	s stated above.	

Certify and Submit

### BioRAFT Login Page.

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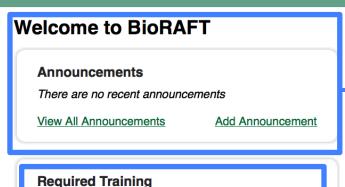
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# Dartmouth

## PI Homepage





	Course Name	Renewal Date		
<b>4</b>	Hazardous Waste Management (Web)	N/A		
<b>4</b>	Biosafety Level 2 (BSL2) Training (Web)	N/A		
<b>4</b>	Zoonosis of Non-Human Primates (Web)	N/A		
4	Radiation Safety Training (Web)	N/A		
<b>4</b>	<u>Laboratory Safety Training</u> (Web)	N/A		
Training History Course Directory				

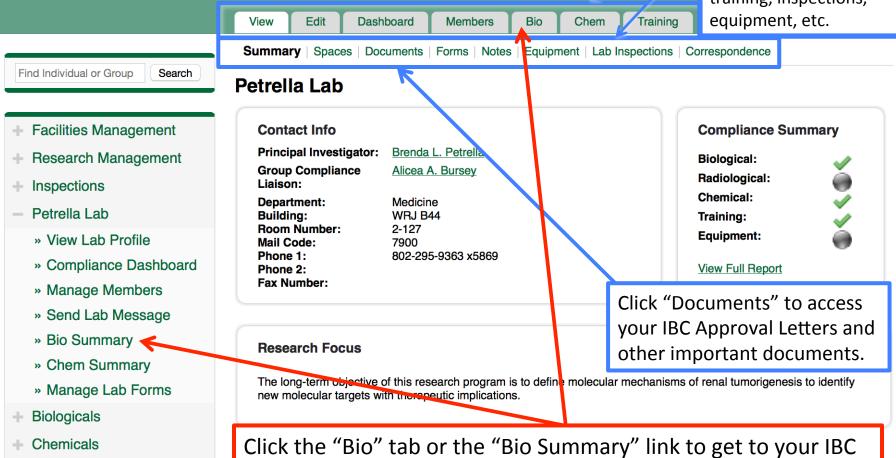
The welcome page includes announcements, training requirements, research approval details, and a chemical look up area.

Biological: Radiological: Chemical: Training: Equipment:	ary for Petrella Lab
Chemical Lookup Chemical Name:	
Chemical Name:	Search

# Dartmouth

# Lab Profile Page

Navigate through the tabs below to access registered info about your lab, including approvals, training, inspections, equipment, etc.



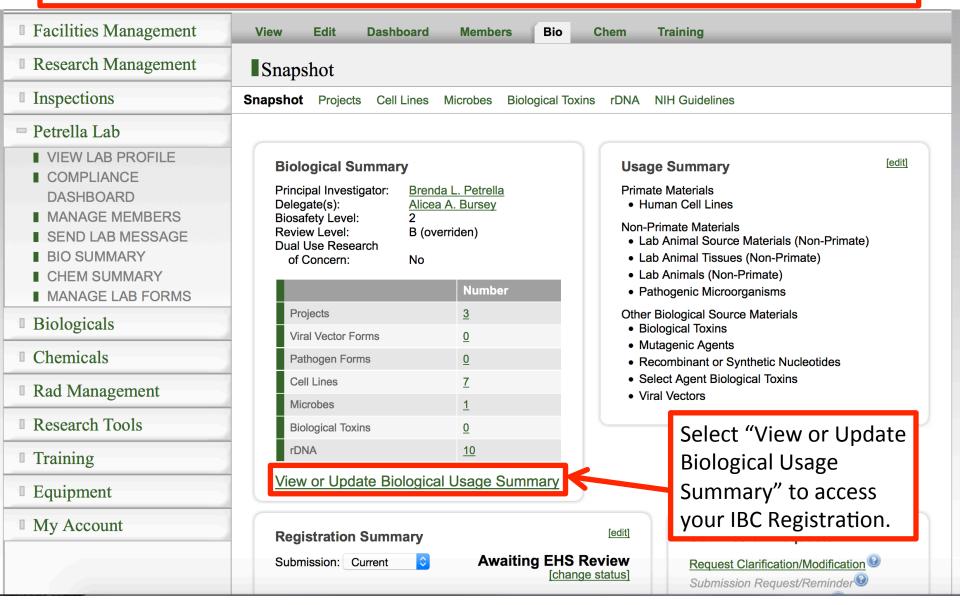
Registration.

Research Tools

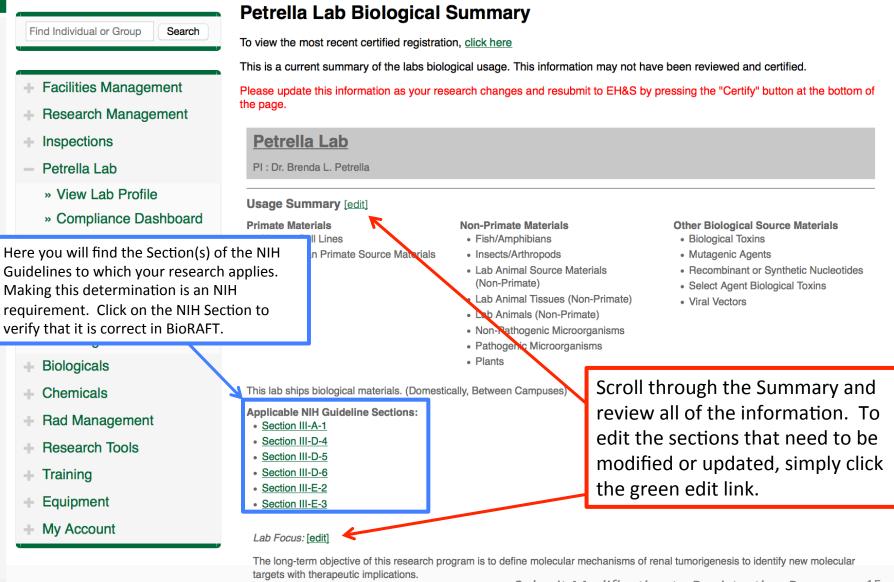
Rad Management

TrainingEquipment

# Biological Usage Summary = IBC Registration



## Biological Usage Summary = IBC Registration



# Modify/Update IBC Registration (aka Usage Summary)

#### **Bio-Registration General Survey**

Last updated on 07/03/2015 by Brenda L. Petrella

Actions: Edit Responses

Which of the following do you use in your research?:

**Human Cell Lines** 

Laboratory Animal Cell Lines (Non-Primate)

Which of the following Multicellular Organisms do you use in your research? Non-Primate Laboratory Animals (Mice, Rats, Pigs, etc.)

Do you use non-pathogenic microbial agents in your research?:

Yes

Do you use pathogenic microbial agents in your research?:

Yes

Do you perform research involving recombinant and/or synthetic nucleic acids? Yes

Select the hazards you plan to use in your research:

Biological Toxins (Including Select Agent Toxins)

Indicate which of the following is used in conjunction with highly toxic or mutagenic (non-radiological) chemicals: Cell lines or exvivo tissues

Indicate which of the following is used in conjunction with radioisotopes:

N/A

Will your laboratory be shipping or transporting biological materials?:

Yes

Where will your laboratory be shipping biological materials?:

Local Destinations (between campuses)

**Domestic Destinations** 

Will you be performing any dual-use research of concern?:

No

To edit responses to your general survey usage summary, select "edit responses".

Your responses (old and new) may trigger additional specific surveys, as shown on the next page.

## Modify Specific Surveys

#### **Human Source Materials Survey**

Last updated on 07/03/2015 by Brenda L. Petrella

Actions: Edit Responses Temove Survey

#### Describe, in brief detail, the nature of work conducted in your lab utilizing human source materials:

We will use human renal cell carcinoma cell lines, and other human carcinoma lines, available from ATCC to develop stably transfected cell lines expressing wild-type or mutant MT1-MMP cDNA, or alternatively, expressing MT1-MMP shRNA. These stable lines will be used in various in vitro assays measuring different tumor-like phenotypes. We will also use human renal cell carcinoma cell lines in a xenograft tumor assay in nude mice. We will use a human renal cell carcinoma tissue microarray to conduct immunohistochemical analyses of protein expression. The tissue array is housed in Pathology at DHMC.

#### Which of the following do you do with human cell lines?:

Inject cell lines into laboratory animals (mice, rats, etc.).

Transfect DNA/RNA into cell lines.

#### Animal Source Materials (Non-Primate) Survey

Last updated on 07/03/2015 by Brenda L. Petrella

Actions: Edit Responses

#### Describe, in brief detail, the nature of work conducted in your lab utilizing animal source materials:

Nude mice will be challenged with bilateral subcutaneous injection of human RCC cells. Once tumor volume reach ~100mm3, mice will be randomized into treatment groups, and treatment will be administered i.p. at a dosage sche determined from a pilot study. At termination, mice will be euthanized using CO2 narcosis. Tumors will be excised embedded for histological and immunohistochemical analyses.

Indicate which of the following you do with non-primate animal source materials (e.g. mouse, rat, etc) Isolate tissues from animals

Institutional Animal Care and Use Committee (IACUC) purview as it applies to my research: 00505

#### Microbial Agents Survey

Last updated on 07/03/2015 by Brenda L. Petrella Actions: Edit Responses Remove Survey

Classify the use of microbial agents in your lab (choose all that apply):

Work with non-pathogenic agents for basic molecular work (e.g. protein expression, plasmid preps, etc)

Work with pathogenic agents or non-pathogenic agents altered to be pathogenic (explain)

Are any of the microbial agents that you are currently or intend to use classified as bloodborne pathogens?: No

Will you be growing cultures in excess of 10 Liters at a time?:

No

Specific surveys, such as these, are triggered by responses given in the General Survey.

To edit responses to these surveys, select "edit responses".

# Add Viral Vector or Pathogen Registration Forms

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#### **Project Team Members**

People Involved in this project.

Laboratory group members involved in this project:

Petrella, Brenda - Principal Investigator 11633@dartmouth.edu

Send Question Set Status to Denied

#### **Additional Forms**

No Pathogen or Viral Vector registration forms have been filled out for this lab.

Add a Viral Vector Form

Add a Pathogen Registration Form

Certify

At the bottom of the Bio Summary/IBC Registration,

you will find links to add Viral Vector or Pathogen

Registration Forms as needed.

# **Certify Registration**

AIM2: Elucidate the role of YY1 in renal tumorigenesis. Proper renal tumor suppression depends on the inhibition of HIF-2a. We identified YY1 as a putative repressor of HIF-2a; thus, we hypothesize that YY1 may prohibit renal tumor development by repressing HIF-2a and that inhibition of YY1 may promote renal tumorigenesis. Aim 2a. The role of YY1 in renal tumorigenesis will be investigated in vitro using two stable cell line models designed to manipulate YY1 expression. The objective of this Aim is to provide the rationale needed for future in vivo studies that will determine whether YY1 has a significant role in renal tumorigenesis. To measure tumorigenic properties in vitro, the stable cell lines will be used in assays that measure proliferation, migration/invasion, and colony formation. Aim 2b. We will utilize a renal cell carcinoma tissue microarray of archived tumors from patients treated at Dartmouth-Hitchcock Medical Center that we previously developed. Using this array, we will determine whether YY1 is a prognostic factor for RCC by comparing YY1 expression to clinical outcomes, such as tumor stage, grade and survival. These experiments will address whether YY1 plays an important role in renal tumor progression and whether YY1 repression of HIF-2a should be considered in the clinical setting.

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# BioRAFT Submission Page

Procedures related to biological research, and local state and led	erai regulations	
a. I will initiate no recombinant DNA research subject to the NIH G	Suidelines or research with pathogenic organisms	
until that research has been reviewed and approved/registered w	ith the Institutional Biosafety Committee : *	Initial all of the
		statements on
b. I will ensure that those working in my laboratory will follow lab	oratory techniques and practices outlined in the	
CDC/NIH Biosafety in Microbiological and Biomedical Laboratorie	to the state of th	this page.
for the designated biosafety level and the research done in my lal	bs.:	
c. I will supervise staff, and correct work errors and conditions th	at could result in unsafe laboratory practices or	
breaches of the NIH Guidelines.: *	<b>,</b>	
d. I will follow all applicable Federal and international regulations	whenever I ship biological materials domestically	
and internationally. I will also obtain the proper importation or exp	The state of the s	
Office before shipping to or receiving from any international local	tion any biological material.: *	
e. I will ensure that staff are trained in: good microbiological practhis project, in the procedures for dealing with accidents, and in		
assure that all listed personnel who have occupational exposure		
bloodborne pathogen training through EH&S.: *		
f I will inform the EURS Office of any circuitizent recovery valeted		
f. I will inform the EH&S Office of any significant research-related	accident or liness as soon as possible after its	
Olamirent.	After initialing, click "certify and sul	omit". This will
	submit your registration to the IBC	and Biosafety
g_I will inform the EH&S Office of any significant changes to my	Officer.	
	Officer.	
By clicking this button I, Brenda L. Petrella, agree to all of the terms sta	ated above.	

Certify and Submit

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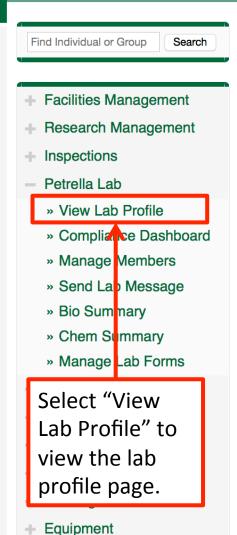
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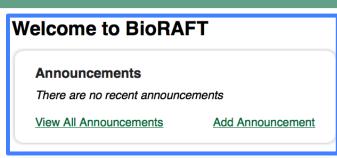
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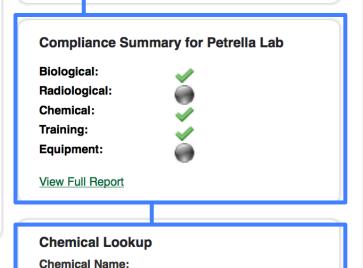
My Account



**Required Training** 

#### Renewal **Course Name** Date Hazardous Waste Management N/A (Web) Biosafety Level 2 (BSL2) N/A Training (Web) Zoonosis of Non-Human N/A Primates (Web) Radiation Safety Training N/A Laboratory Safety Training N/A (Web) **Course Directory** Training History

The welcome page includes announcements, training requirements, research approval details, and a chemical look up area.



Search

# Dartmouth

**Training** 

Equipment

# Lab Profile Page

