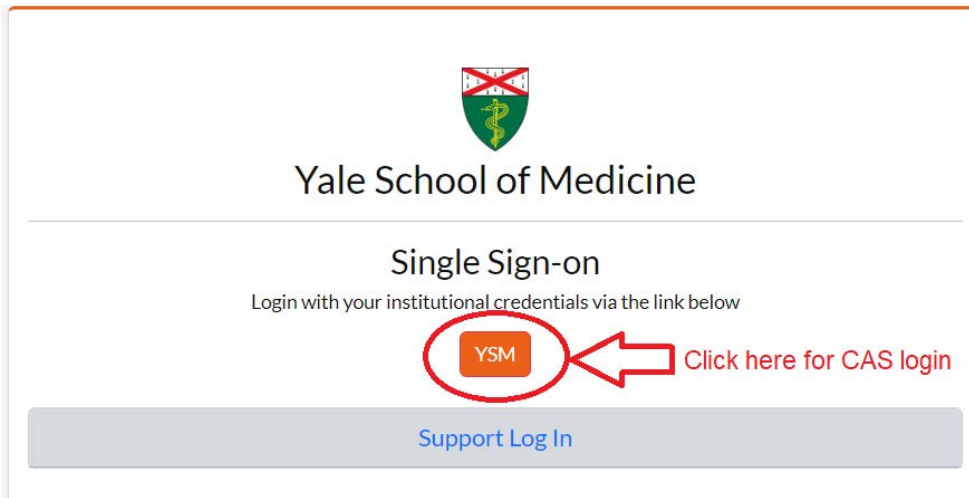# Medtrics Guide

OSR uses Medtrics for all student related funding applications and associated forms.

We have created an evaluation form called "OSR First Year Medical Student Application for Summer Research Funding" which you will need to complete and submit.

To access the form, please follow the instructions below.

Logging In

You will login to Medtrics (https://ysm.medtricslab.com) by clicking on the YSM button and logging in through CAS. If you have any trouble, please contact gary.leydon@yale.edu.

Accessing & Completing Summer Research Funding Application

Once you have logged into Medtrics, click on **Evaluations** in the left-hand menu on the Home screen.

Click on the orange **+Start Open Evaluation** link.

Click on **Start New** next to the **OSR First Year Medical Student Application for Summer Research Funding** application.

Complete the application and submit through Medtrics by the April 13, 2024 deadline..

Helpful Tips

You are able to save your progress within evaluations. Scroll to the bottom of the page for the evaluation you are working on, and click Save Draft.

You can access your evaluations at any time by navigating to Evaluations in the left hand menu. Under the Status drop down menu, select ALL, and all evaluations associated with your Net ID will appear.

You can view your evaluation, or download a PDF copy of your evaluation, by clicking on the associated buttons. For any evaluation with a status of Draft, click View to be brought back to your evaluation in order to complete and submit.