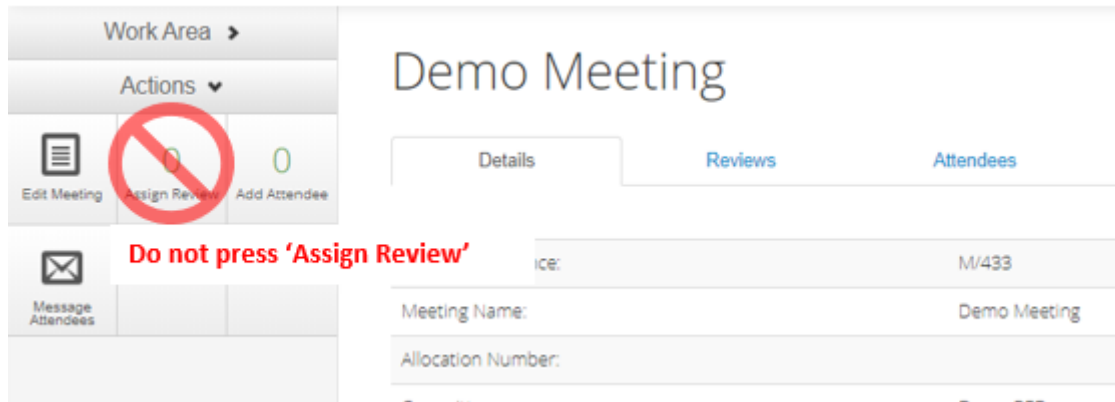


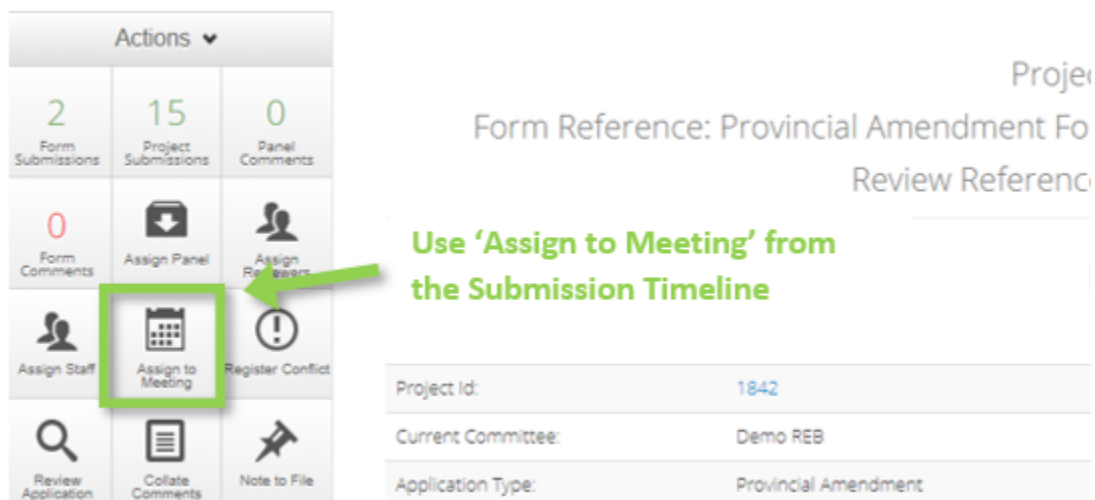
## Important CTO Stream Applicant Notice - Assigning Applications to a Meeting

### To: All Applicants Submitting Ethics Applications Through CTO Stream

DO NOT add applications to a full board meeting from within the Meeting Workspace using the 'Add Review' button. There is an issue with this, preventing the application from progressing to the next status in the workflow (Assigned to Meeting).



Instead, please use the “Assign to Meeting” button on the actual application itself from the Submission Timeline, as in the screenshot below.



We apologize for any inconvenience and appreciate your patience as we work with our vendor on this issue.

Thank you,  
CTO Team



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