

# How to access PRIMA Knowledge Bank

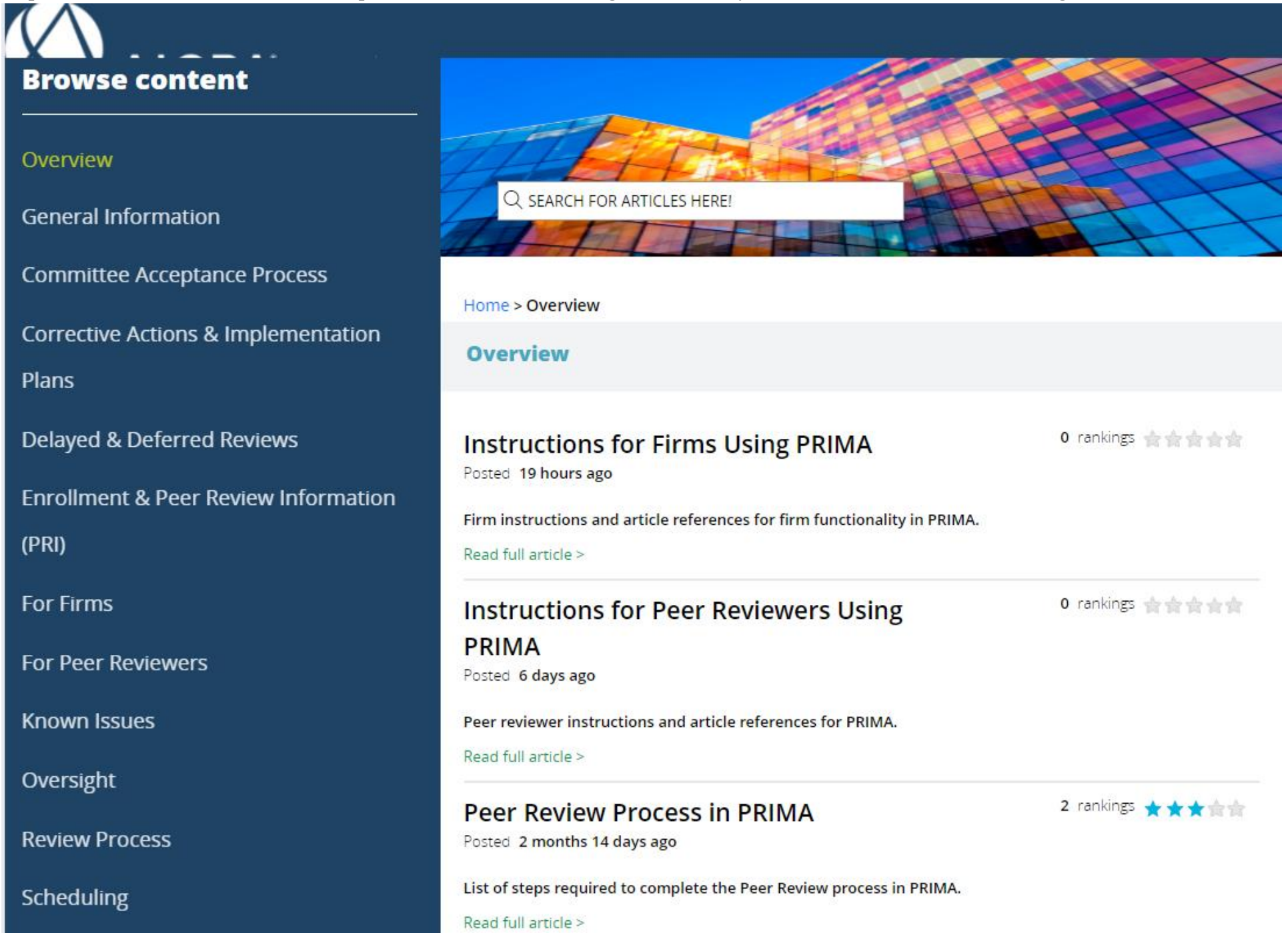
Step 1: Log into PRIMA

Step 2: Click on the **Help** button in the upper right-hand corner.

The screenshot shows the AICPA PRIMA user interface. At the top, there is a navigation bar with links for "AICPA.org", "Store", "My Account", "Sign Out", "About", and "Help". The "Help" link is circled in red, and a large yellow arrow points to it from the right. Below the navigation bar is a purple header with "AICPA" on the left and "Home", "For Firms", "My Reviews", and "For Peer Reviewers" on the right. The main content area is divided into several sections. On the left, there is an "Announcements" section with a "Read All" link. Below it is a red alert box titled "UPDATE YOUR REVIEWER RESUME" with text explaining a scheduling check. Underneath is a paragraph about the Knowledge Base. On the right, there are three sidebar boxes: "Instructions" with links for "Instructions for Firms" and "Instructions for Reviewers"; "View Letters" with an envelope icon and "Items"; and "Important Information" with an information icon and "0 Items". At the bottom, there is a "Contact Us" section with "PRIMA Instructions & Videos" and the email "prsupport@aicpa.org". In the center, there is an "Action Items" section with a "See All" link, pagination controls (Page 1 of 2), and a "Refresh List" button. Below this is a table with columns: Case ID, Review Number, Firm Number, Firm Name, Task Description, Status, Received Date, and Comments.

\*Continued on next page

Step 3: You will notice new tab/window open. This is PRIMA Knowledge Bank where you can search for articles or browse general content



**Browse content**

- Overview
- General Information
- Committee Acceptance Process
- Corrective Actions & Implementation Plans
- Delayed & Deferred Reviews
- Enrollment & Peer Review Information (PRI)
- For Firms
- For Peer Reviewers
- Known Issues
- Oversight
- Review Process
- Scheduling

SEARCH FOR ARTICLES HERE!

Home > Overview

### Overview

**Instructions for Firms Using PRIMA** 0 rankings ★★★★★  
Posted 19 hours ago  
Firm instructions and article references for firm functionality in PRIMA.  
[Read full article >](#)

**Instructions for Peer Reviewers Using PRIMA** 0 rankings ★★★★★  
Posted 6 days ago  
Peer reviewer instructions and article references for PRIMA.  
[Read full article >](#)

**Peer Review Process in PRIMA** 2 rankings ★★★★★  
Posted 2 months 14 days ago  
List of steps required to complete the Peer Review process in PRIMA.  
[Read full article >](#)