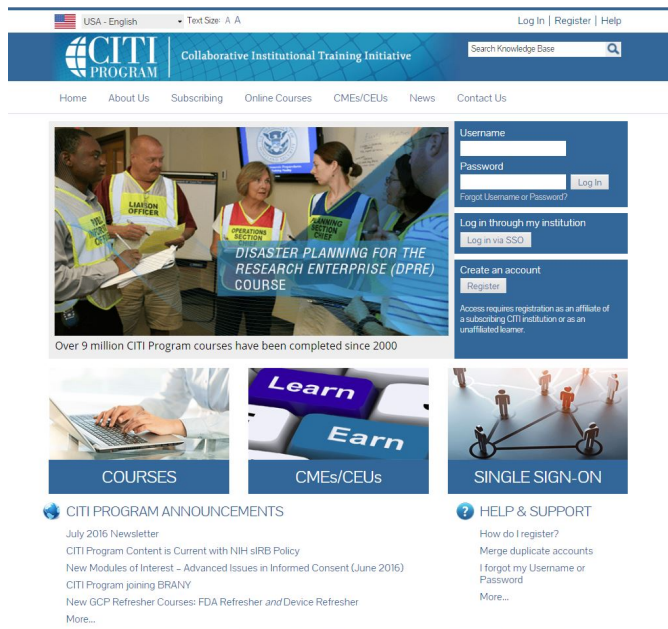


Collaborative Institutional Training Initiative (CITI) Instructions for Responsible Conduct of Research

NOTE Completion of RCR training does not fulfill any additional compliance training requirements that may exist for specific projects, such as Human Subjects or Animal Welfare.

To enroll and access the appropriate training modules, proceed with the following steps:

1. Go to the Collaborative Institutional Training Initiative website (www.citiprogram.org).

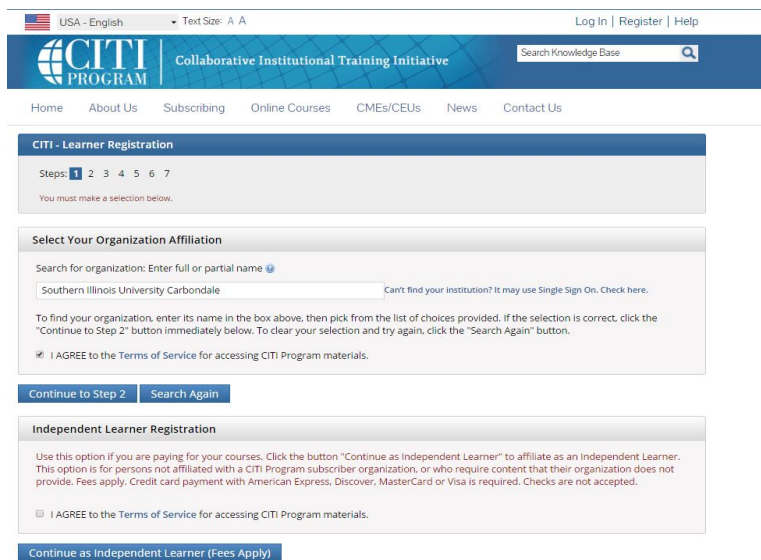


a. For **new** users, click on, "Register Here" and continue to Step #2 (below).

b. For **existing** users:

- Log in with user name and password.
- Choose Southern Illinois University, Carbondale "View Courses."
- Choose "Learner Tools" and "Add a Course."

2. Select your Organizational Affiliation (Southern Illinois University Carbondale), agree to Terms of Service, and click "Continue to Step 2."



3. Enter your personal information in Steps 3-6 and click "Continue to Step 7".
4. On the **Select Curriculum** page, choose the appropriate courses from the following options:

a. Question 1: Responsible Conduct of Research:

***Required for students paid from NSF or USDA-NIFA awards or for any personnel paid from a USDA-NIFA award.**

i. Choose the module most relevant to your field of study

The screenshot shows the CITI Learner Registration interface for Southern Illinois University Carbondale. At the top, there is a blue header with the CITI PROGRAM logo and the text 'Collaborative Institutional Training Initiative'. A search bar labeled 'Search Knowledge Base' is on the right. Below the header is a navigation menu with links: Home, About Us, Subscribing, Online Courses, CMEs/CEUs, News, and Contact Us. The main content area is titled 'CITI - Learner Registration - Southern Illinois University Carbondale' and shows a progress bar with steps 1 through 7, where step 7 is highlighted. The 'Select Curriculum' section contains the following text: '* indicates a required field. You will be provided a series of enrollment questions. Your responses will determine the curriculum for the courses you are going to take. Please read the questions carefully. Please read the responses carefully to make the best choice. Click here to review the Southern Illinois University Carbondale instructions page.' Below this is 'Question 1: Responsible Conduct of Research'. The question text says: 'If you want to take Responsible Conduct of Research (RCR) Course, please make your selection below. Choose one answer'. The options are:

- Biomedical Responsible Conduct of Research Course
- Social and Behavioral Responsible Conduct of Research Course
- Physical Science Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Engineers
- Not at this time.

b. Question 2: Human Subjects Research:

*** Make NO selections.***

c. Question 3: Laboratory Animal Welfare.

Make NO selections.

d. Question 4: Would you like to take the Conflicts of Interest course?

*** Select NO.***

e. Question 5: Please make your selection below to receive the CITI US Export Control Regulations course.

*** Select Not at this time.***

f. Question 6: Institutional/Signatory Official

Select Not at this time.

g. Question 7: Biosafety/Biosecurity

Make NO selections.

5. Click on "**Complete Registration**" to begin your training modules.

If you have any questions regarding CITI training please contact a staff member at the Office of Research Compliance (rcr@siu.edu or 453-4530)