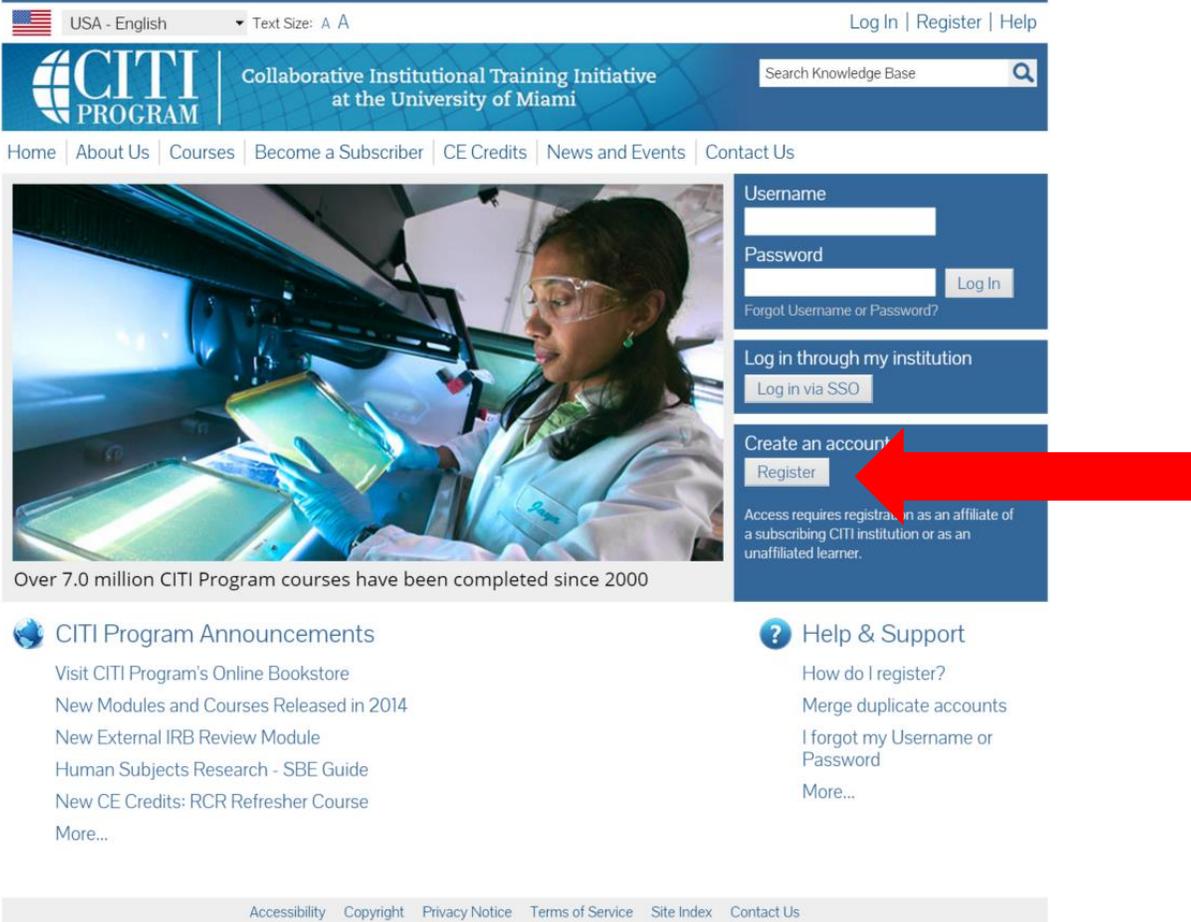


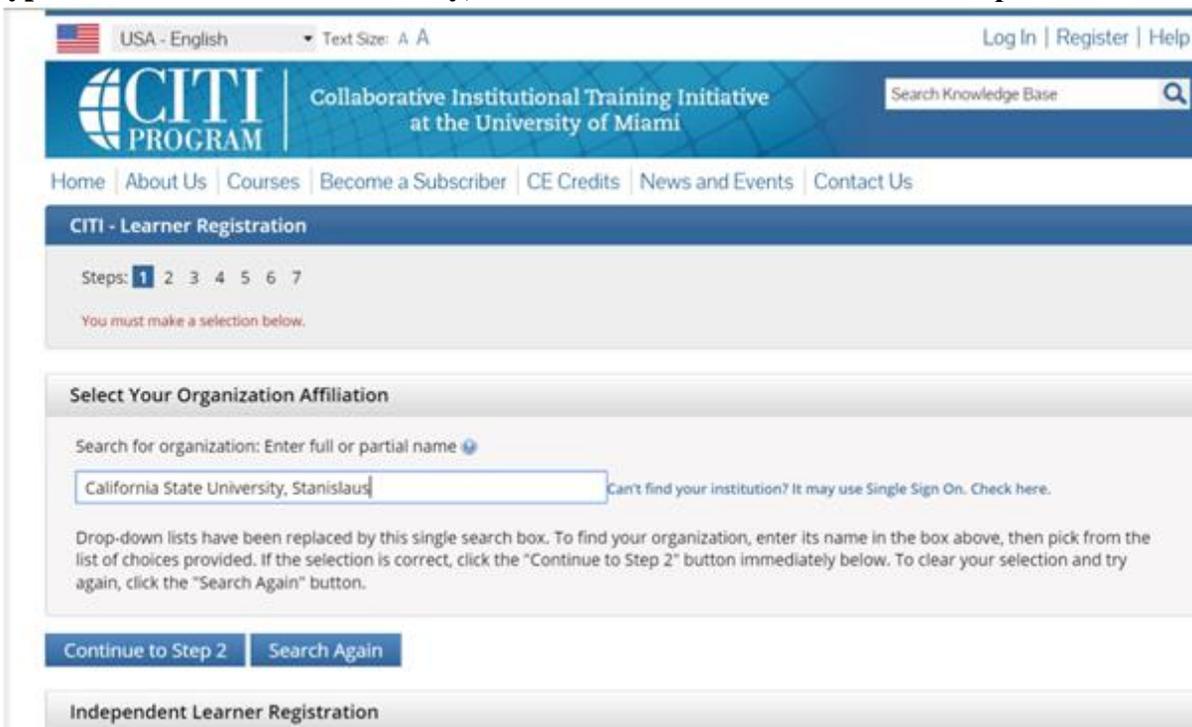
CITI Program Ethics Training

All researchers who wish to conduct studies of human participants must complete ethics training. Please visit the Collaborative Institutional Training Initiative (CITI) Program website at: <https://www.citiprogram.org/>. You will need to create an account by clicking the “Register” button:



The screenshot shows the CITI Program website's registration page. At the top, there is a navigation bar with the CITI Program logo, the text "Collaborative Institutional Training Initiative at the University of Miami", and a search bar. Below the navigation bar, there are links for Home, About Us, Courses, Become a Subscriber, CE Credits, News and Events, and Contact Us. The main content area is divided into two columns. The left column features a photograph of a scientist in a lab coat and safety glasses working with a microscope. Below the photo, it states "Over 7.0 million CITI Program courses have been completed since 2000". The right column contains a login form with fields for Username and Password, a Log In button, and a link for "Forgot Username or Password?". Below the login form is a section for "Log in through my institution" with a "Log in via SSO" button. The "Create an account" section is highlighted with a red arrow pointing to the "Register" button. Below this section, it states "Access requires registration as an affiliate of a subscribing CITI institution or as an unaffiliated learner." At the bottom of the page, there are sections for "CITI Program Announcements" and "Help & Support".

Type in California State University, Stanislaus and select “Continue to Step 2” on the next page:



The screenshot shows the CITI Program website's registration page, specifically the "CITI - Learner Registration" section. The page is divided into steps, with Step 1 highlighted. Below the steps, there is a section titled "Select Your Organization Affiliation". This section contains a search box with the text "California State University, Stanislaus" entered. Below the search box, there is a link that says "Can't find your institution? It may use Single Sign On. Check here." Below the search box, there is a paragraph of text: "Drop-down lists have been replaced by this single search box. To find your organization, enter its name in the box above, then pick from the list of choices provided. If the selection is correct, click the 'Continue to Step 2' button immediately below. To clear your selection and try again, click the 'Search Again' button." At the bottom of the section, there are two buttons: "Continue to Step 2" and "Search Again".

Enter the required information and select “Continue to Step 3” on the next page:

Steps: 1 **2** 3 4 5 6 7

Personal Information

* indicates a required field.

* First Name

* Last Name

* Email Address

* Verify email address

We urge you to provide a second email address, if you have one, in case messages are blocked or you lose the ability to access the first one. If you forget your username or password, you can recover that information using either email address.

Secondary email address

Verify secondary email address

[Continue to Step 3](#)

Create your user name and password, then continue to Step 4:



USA - English

Text Size: A A

[Log In](#) | [Register](#) | [Help](#)

Steps: 1 2 **3** 4 5 6 7

Create your Username and Password

* indicates a required field.

Your username should consist of 4 to 50 characters. Your username is not case sensitive; "A12B34CD" is the same as "a12b34cd". Once created, your username will be part of the completion report.

* User Name

Your password should consist of 8 to 50 characters. Your password IS case sensitive; "A12B34CD" is not the same as "a12b34cd".

* Password

* Verify Password

Please choose a security question and provide an answer that you will remember. **NOTE: If you forget your login information, you will have to provide this answer to the security question in order to access your account.**

* Security Question

* Security Answer

[Continue to Step 4](#)

Complete the background information questions and continue to Step 5:



USA - English

Text Size: A A

[Log In](#) | [Register](#) | [Help](#)



Collaborative Institutional Training Initiative
at the University of Miami

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CITI - Learner Registration - California State University, Stanislaus

Steps: 1 2 3 **4** 5 6 7

Gender, Ethnicity and Race

Why does CITI Program ask about your gender, race and ethnicity?

Why does CITI Program use these categories?

* indicates a required field.

* I identify my Gender as:

- Female
- Male
- Transgender or Other
- Prefer not to answer

* I identify my Ethnicity as:

- Hispanic or Latino
- Not Hispanic or Latino
- Prefer not to answer

* I identify my Race as: (you may select more than one)

- American Indian or Alaska Native

Select “No” when asked if you would like CEU credit and continue to Step 6:

* indicates a required field.

*** Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?**

CITI is pleased to offer CE credits and units for purchase to learners qualifying for CE eligibility while concurrently meeting their institutions training requirements.

CE credits/units for physicians, psychologists, nurses, social workers and other professions allowed to use AMA PRA Category 1 credits for re-certification are available for many CITI courses - with that availability indicated on course and module listings. **Please register your interest for CE credits below** by checking the “YES” or “NO” dots, and, when applicable, types of credits you wish to earn at bottom of page. Please read texts entered for each option carefully.

Yes

At the start of your course, you will be prompted to click on a “CE Information” page link located at the top of your grade book and to VIEW and ACKNOWLEDGE accreditation and credit designation statements, learning objectives, faculty disclosures, types, number and costs of credits available for your course.

Yes

No

The CE functionality will not be activated for your course. Credits and units will therefore not be available to you for purchase after you start your course. You can change your preference to “YES” before such time however by clicking on the “CE Credit Status” tab located at the top of your grad book page.

No



Complete the background information, selecting “Student Researcher – Undergraduate” from the “Role in research” menu, and continue t

Steps: 1 2 3 4 5 **6** 7

Please provide the following information requested by California State University, Stanislaus

* indicates a required field.

Language Preference

* Institutional email address

Gender

Highest degree

Employee Number

* Department

* Role in research

Address Field 1



Step 7: Click the option “**Yes, I conduct research with live human beings, human samples or with data derived from human beings**” and **ALSO CLICK THE OPTION “Yes, I need/want to take the course on Responsible Conduct of Research (RCR)”** then click the “Next” button:

Steps: 1 2 3 4 5 6 7

* indicates a required field.

* To enable the software to present the appropriate course work for your needs, you will be asked a series of questions. Please read the questions carefully and provide the most appropriate answer.

Do you conduct research in any of the following settings?

Choose all that apply

- Yes, I conduct research with live human beings, human samples or with data derived from human beings.
- Yes, I conduct research or teaching activities that utilizes live, animal subjects or tissues derived from live animal subjects.
- Yes, I need/want to take the course on Responsible Conduct of Research (RCR).
- Yes, I need/want to take the course on Financial Conflicts of Interest.

Next

Select “**NO, I have NOT completed the Basic Course,**” and click the “Next” button:

CITI - Learner Registration

Steps: 1 2 3 4 5 6 7

* indicates a required field.

* In order to place you in the appropriate course we need to know if you have previously completed the Basic Course in the Protection of Human Research Subjects.

Choose one answer

- NO, I have NOT completed the Basic Course** in the Protection of Human Research Subjects in the past. This is the first time using the CITI Program at this institution. I need to complete the Basic Course.
- Yes, I have completed the CITI Basic Course previously. It is time for me to complete the Refresher Course.

Note: Before you choose this Refresher Course make sure that this is the course that you are required to complete at this time. If you enroll in this course by mistake and complete the Refresher Course without previously completing the Basic Course, the IRB will require that you to come back the the course site and complete the Basic Course. If you have questions, contact your IRB office or the CITI help desk (305 243-7970).

Next

*Note: if you have already completed the basic course for another class, you may need to complete a refresher course. When you log in with your credentials you can select the “My Reports” link. You will find information there on your currency for each of the required modules.

Select **“Students”** and click the **“Next”** button:

Steps: 1 2 3 4 5 6 **7**

* indicates a required field.

*** Please choose one learner group below based on your role and the type of activities you will conduct. You will be enrolled in the Basic Course for that group.**

Choose one answer

- Biomedical Research Investigators:** Choose this group to satisfy CITI training requirements for investigators and staff involved primarily in Biomedical research with human subjects.
- IRB Members:** This Basic Course is appropriate for IRB or Ethics Committee members.
- IRB Chair**
- Social & Behavioral Research Investigators:** Choose this group to satisfy CITI training requirements for investigators and staff involved primarily in Social and Behavioral research with human subjects.
- Students - Class projects**
- Research with data or laboratory specimens- ONLY:** No direct contact with human subjects.

Next

Select **“Not at this time, thank you”** and click the **“Next”** button:

CITI - Learner Registration

Steps: 1 2 3 4 5 6 **7**

* indicates a required field.

*** If you want to take Good Clinical Practice (GCP) please make your selection below.**

Choose one answer

- Good Clinical Practice (GCP)**
- Not at this time, Thank you.**

Next

Finalize registration:

USA - English Text Size: A A Log In | Register | Help

CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami Search Knowledge Base

Home | About Us | Courses | Become a Subscriber | CE Credits | News and Events | Contact Us

CITI - Learner Registration

Your registration with California State University, Stanislaus is complete.

Finalize registration

Select California State University, Stanislaus Courses:

English Text size: A A Kelly Cotter ID: 4642587 | Log Out | Help

CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu

✔ Your registration has been completed successfully.

- ▶ California State University, Stanislaus Courses
- ▶ Click here to affiliate with another institution
- ▶ Affiliate as an Independent Learner

Select "Students – Class projects:"

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CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu

✔ Your registration has been completed successfully.

▼ California State University, Stanislaus Courses

Course	Status	Completion Report	Survey
Students - Class projects	Not Started	Not Earned	

My Learner Tools for California State University, Stanislaus

- Add a Course or Update Learner Groups
- View Previously Completed Coursework
- Update Institution Profile
- View Instructions page
- Remove Affiliation

- ▶ Click here to affiliate with another institution
- ▶ Affiliate as an Independent Learner

Complete all of the required modules:

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CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports | Support

Main Menu > Course Students - Class projects

Students - Class projects - Basic Course

To pass this course you must:

- Complete all 3 required modules
- Achieve an average score of at least 70% on all quizzes for the above

Your Current Score **0%**

You have unfinished required or elective modules remaining

Complete The Integrity Assurance Statement before beginning the course

Required Modules

	Date Completed	Score
Belmont Report and CITI Course Introduction (ID: 1127)	Incomplete	0/0 (0%)
Students in Research (ID: 1321)	Incomplete	0/0 (0%)
California State University, Stanislaus (ID: 14162)	Incomplete	0/0 (0%)

Once you have completed the modules you can click on the “My Reports” link at any time to access your certificate:

English Text size: A A Kelly Cotter ID: 4642587 | Log Out | Help

CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami Search Knowledge Base

Main Menu | My Profiles | My CEUs | My Reports

Main Menu > Course Students - Class projects

Students - Class projects - Basic Course

To pass this course you must:

- Complete all 3 required modules
- Achieve an average score of at least 70% on all quizzes for the above

Your Current Score **0%**

You have unfinished required or elective modules remaining

Complete The Integrity Assurance Statement before beginning the course