

## Getting Started and Registration

<https://www.citiprogram.org>



Stanislaus State

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### CITI Training

Stanislaus State offers web-based training in multiple areas of Responsible Conduct and Research Compliance. Offered through The Collaborative Institutional Training Initiative (CITI), students, faculty, and staff can receive training in:

- Human Research Subjects Protection
- Animal Care and Use
- Responsible Conduct of Research

Those involved in research are highly encouraged to complete the training. Sign up is easy and **free**.

<https://www.citiprogram.org>

This is the main page for the CITI Training. Click REGISTER in the upper right hand corner of the page.



+1 888.529.5929 English

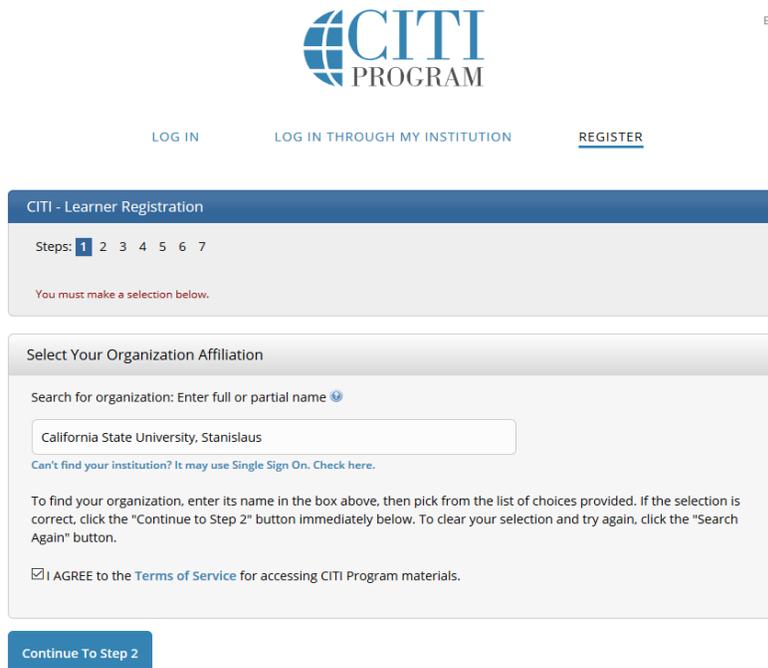
Subscriptions Courses Resources Support Register Log In

## Data and safety monitoring module for human subjects research

Covers Data Safety Monitoring Plans (DSMPs) and the different roles of IRBs and DSMBs. Free for organizational subscribers.

[Learn More](#)

**STEP 1:** Enter your organizational affiliation -- **California State University, Stanislaus**. Then click agree in the first box. Click the box "continue to step 2". You can ignore the second box.



English

LOG IN LOG IN THROUGH MY INSTITUTION REGISTER

### CITI - Learner Registration

Steps: 1 2 3 4 5 6 7

You must make a selection below.

#### Select Your Organization Affiliation

Search for organization: Enter full or partial name

California State University, Stanislaus

Can't find your institution? It may use Single Sign On. Check here.

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.

I AGREE to the [Terms of Service](#) for accessing CITI Program materials.

[Continue To Step 2](#)

**STEP 2: Create an account: enter your name and email address. Continue to step 3.**

**STEP 3: Create a username, password, and security question. Click the box labeled *continue to step 4*.**

### 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

**STEP 4: Enter in your country of residence. Click the box labeled *continue to step 5*.**

### \* Country of Residence

Search for country: Enter full or partial name (e.g., "United States") OR your country's two or three character abbreviation (e.g., "US", "USA"), then pick from the list of choices provided.

Continue To Step 5

The next page offers CE (Continuing Education) credits for completing CITI Training modules. These are available for purchase for qualifying courses. **PLEASE NOTE: CE credits are not required for the completion of your CITI training – they are optional and the cost associated with CE is not covered by the University.**

The next sections will ask a series of questions to enable the CITI program to assign the correct courses to you.

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.

The next page will ask you if you have completed CITI trainings before. Select the appropriate answer

Select the most appropriate learner group based on your research or assignment

\* 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.

Depending on your selection above you may be asked to select a training course in Good Clinical Practice.

**Next select your training in Responsible Conduct in Research.**

\* Please make your selection below to receive the courses in the Responsible Conduct of Research.  
Choose one answer

- 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
- Responsible Conduct of Research for Administrators
- Not at this time, Thank you.

The next page will ask you if you plan on conducting research with lab animals – answer accordingly.

Once you have completed the course profile section your assigned courses will appear on your main page. When ready, click the training you wish to complete.

The screenshot shows the CITI PROGRAM interface. At the top, there is a navigation bar with the CITI PROGRAM logo and the text 'Collaborative Institutional Training Initiative'. Below the navigation bar, there is a search bar labeled 'Search Support Center'. The main content area displays a confirmation message: 'Your request has been successfully submitted.' Below this message, there is a table of courses for California State University, Stanislaus. The table has four columns: Course, Status, Completion Record, and Survey. The courses listed are: Biomedical Research - Basic/Refresher, CITI Good Clinical Practice Course, Conflicts of Interest, Social & Behavioral Research - Basic/Refresher, and Working with Cats in Research Settings. All courses are listed with a status of 'Not Started' and a completion record of 'Not Earned'. Below the table, there is a section titled 'My Learner Tools for California State University, Stanislaus' which contains several links: Add a Course, Remove a Course, View Previously Completed Coursework, Update Institution Profile, View Instructions page, and Remove Affiliation. At the bottom of the page, there are two more links: Click here to affiliate with another institution and Affiliate as an Independent Learner.

Course	Status	Completion Record	Survey
Biomedical Research - Basic/Refresher	Not Started	Not Earned	
CITI Good Clinical Practice Course	Not Started	Not Earned	
Conflicts of Interest	Not Started	Not Earned	
Social & Behavioral Research - Basic/Refresher	Not Started	Not Earned	
Working with Cats in Research Settings	Not Started	Not Earned	

If you need any help creating an account or completing your CITI training registration please contact ORSP at [ORSP@csustan.edu](mailto:ORSP@csustan.edu) or call 209-667-3493.