UWM Responsible Conduct of Research CITI Training

UWM uses the online CITI RCR training system to satisfy federal responsible conduct for research training requirements.

What is CITI RCR training?

- Training on the rules, regulations, and ethical principles governing responsible conduct of research across disciplinary fields.
- A series of 11 online modules and quizzes; participants must take and pass all modules to receive the required certification of completion.

How do I complete it?

- **1.** Go to the <u>CITI training website</u>.
- 2. If you are <u>already registered in CITI</u>, log into your existing account by using your UWM Panther ID and password.
- **3.** If you are <u>not registered</u>, create an account. Click "Register" on the right side of the screen. In the Organization Affiliation box, enter "University of Wisconsin-Milwaukee", then select it from the list.
- 4. You will be prompted to choose from a list of available training courses. Select "RCR Training".
- 5. For each module there is a choice of two videos; you must watch at least one (although you are encouraged to watch both). If selecting one, choose the one that best fits the type of research you plan to conduct.
- **6.** Complete the training. A score of at least 80% is required on each module before a completion report will be issued.

Frequently Asked Questions

Do I have to do the training all at once?

No, your progress is saved. You can leave it and come back to it over hours, days, or even weeks.

What if I don't receive a high enough score?

You can review any module and retake the quiz until you attain an overall score of at least 80%.

I forgot to print my completion report. What do I do?

You can log back in and print it anytime.

Who needs a copy of my completion report?

Keep a copy for your own records.

What if I have questions or trouble logging into CITI?

Contact Jeff Nytes(<u>jpnytes@uwm.edu</u>), UWM Research Compliance Manager.