



Office of the Vice President for Research

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Responsible Conduct of Research (RCR) Training

The Office of the Vice President for Research and Economic Development offers an online training program for faculty, staff and students. This program is available through the Collaborative Institutional Training Initiative (CITI) found at www.citiprogram.org.

The course is designed to be used by institutions or organizations to provide a comprehensive Basic course in the RCR. The course is also flexible enough that class room instructors of research methods courses can use this online tutorial as an adjunct to the class your instruction. Most of the materials in the CITI RCR Course are in the public domain and produced by contractors of the Department of Health and Human Services, Office of Research Integrity (ORI) through the RCR Resource Development Contract program. The development of this course site was funded in part by the ORI. Some case studies are used from www.onlineethics.org, with permission.

You will need Real Player to access all the materials in the program. You can download Real Player at http://www.realnworks.com/products/media_players.html. On the lower right hand side of the Real Player web site is an orange box that you can select to download Real Player.

How to Register and Access the CITI RCR Training Program:

The following directions are for **NEW USERS** only: (*for previous users see page 2*)

Go to WWW.CITIPROGRAM.ORG and select "New Users Register Here"

On the CITI "Course Registration" page:

1. Select your institution or organization
 - Select *George Mason University* from the dropdown box
2. Select a Username and Password
 - Write down your username and password for future reference
3. Enter your name
4. Enter your email address
5. Select "Submit" when completed

On the next CITI "Course Registration" page

1. Complete the personal information fields. Only fields with the **red asterisks (*)** are required
2. Select "Submit" when complete

On the CITI "Select the Curriculum" page

1. Select the curriculum you wish to complete

*NOTE: Questions 1 & 2 are mandatory. Though you do not need to complete these basic courses, you will be required to enroll in these courses in order to access the RCR Course and the RCR course involving only Research Misconduct.

Question 3 allows you to choose a *comprehensive* RCR Course specific to your discipline, whereas, Question 4 allows you to choose a RCR Course *involving only Research Misconduct* specific to your discipline. Please be sure to enroll in the correct course for your purpose.

2. Select "Submit" when complete

Once you have completed the preceding steps you are logged in and registered for the course. At this point you may begin the appropriate course or log out and return at another time. If you chose to log out, when you return to the CITI homepage you will not need to register again. You will login with the username and password you have already created. Upon completion of the course, you will receive a certificate of completion.

The following directions are for **PREVIOUS USERS** only:

Go to [HTTP://WWW.CITIPROGRAM.ORG](http://www.citiprogram.org) and login using your previously created username and password.

On the CITI "Learner's Menu" page

1. Towards the bottom of the screen you will see a link that reads "Add a course or update your learner groups for George Mason University". Click on this link.
2. At the bottom of the next screen, choose the link "Update Groups"
3. Choose the appropriate courses from Questions 3 & 4 related to RCR:
 - Question 3 allows you to choose a *comprehensive* RCR Course specific to your discipline
 - Question 4 allows you to choose a RCR Course *involving only Research Misconduct* specific to your discipline
4. Select "Submit" when completed
5. Click "Go Back to Learner's Main Menu" to see your updated course listing.