

## 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](http://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 room 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 <http://www.onlineethics.org/>, with permission.

You will need RealPlayer to access all the materials in the program. You can download RealPlayer at [http://www.realnetworks.com/products/media\\_players.html](http://www.realnetworks.com/products/media_players.html). The RealPlayer SP free download is located under Resources.

### 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](http://www.citiprogram.org) and select “New Users Register Here”

- A. On the CITI “Course Registration” page: (All 7 questions must be answered)
  1. Select your institution or organization
    - Select *George Mason University* from the dropdown box
  2. Create a Username and Password (at least 8 characters)
    - Write down your username and password for future reference
  3. Create a security question and answer - required
  4. Enter your name (as it should appear on your certificate)
  5. Enter your email address
  6. CME/CEU credits are not required by GMU
  7. Survey – yes or no required
  8. Select “Submit” when completed
  
- B. 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
  
- C. On the CITI “Select the Curriculum” pages – answer the 3 questions
  1. Select I am interested in the Responsible Conduct of Research Courses
  2. Select the comprehensive RCR Course specific to your discipline (choice 1 – 4). Do not select choice 5.

Once you have completed the preceding steps you are logged in and registered for the course. At this point you may begin the RCR course, listed under My Courses, or log out and return at another time. If you choose 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. You will return to the screen you were last logged on to. Each time you log on, you will be required to complete the Integrity Assurance module. Complete the required modules and associated quizzes. You may retake a quiz by selecting "View this module again" at the bottom of the Quiz Review page. Select "Take the quiz" at the bottom of the module. To select a new module, select "Go to the gradebook for this course".

OSP will receive a certificate of completion from CITI once you have finished the course. If you have any questions, please contact Patrick Miller at [pmiller5@gmu.edu](mailto:pmiller5@gmu.edu).

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

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

On the CITI "Main Menu" page

1. Select "Add a course or update your learner groups for George Mason University".
2. Follow directions listed under "C" .

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