

CITI WEBSITE—Instructions for Responsible Conduct of Research (RCR) Online Training

NEW USERS
Visit the CITI homepage: https://www.citiprogram.org/ . Choose the New Users "Register Here" link.
Page 1: Registration
<ol style="list-style-type: none"> 1. Select UH as your affiliated institution in the "Participating Institutions" dropdown menu. 2. Create a username and password. 3. Provide a security question and answer. 4. Enter your name. 5. Enter your email address (Use xxx@uh.edu). 6-8. Answer questions.
Click "Submit".
Page 2: Member Information
Enter the requested information.
Click "Submit"
Page 3: Curriculum
<ol style="list-style-type: none"> 1. Scroll down to Question 4: "Responsible Conduct of Research" 2. Choose the Responsible Conduct of Research (RCR) course based on the scope of your research project(s) <p>* You may also choose additional courses (e.g., Conflict of Interest) by answering the other questions.</p>
Click "Submit"
Page 4: Confirmation of Institution
Confirm your registration with the University of Houston.
Click "No" to continue.
Page 5: Courses
When you return to your course listings page, you should see a list of "Courses Ready to Begin."
Click "Start Now" to begin taking the course modules. Complete the modules (including quiz).

REGISTERED MEMBERS
Visit the CITI homepage: https://www.citiprogram.org/
Log in with your username and password. *Please update your "Preferred email" to your xxx@uh.edu email in your profile.
If University of Houston is already listed as your affiliated institution, continue to Step 1. If not, select "Add Affiliation" and add "University of Houston."
Step 1: Select "University of Houston – View Courses"
Step 2: Learner Tools for University of Houston "Add a Course"
<ol style="list-style-type: none"> 1. Scroll down to Question 4: "Responsible Conduct of Research" 2. Choose the Responsible Conduct of Research (RCR) course based on the scope of your research project(s) <p>* You may also choose additional courses (e.g., Conflict of Interest) by answering the other questions.</p>
Click "Submit"
Step 3: Courses
When you return to your course listings page, you should see a list of "Courses Ready to Begin."
Click "Start Now" to begin taking the course modules. Complete the modules (including quiz).

A score of 80% is required to fulfill the Responsible Conduct of Research online requirements. You may print out your certificate for your records. You do not need to send this certificate to the Division of Research as we have access to the transcripts. However, to expedite Division of Research acknowledgment of the completion, please send an email to rcr@central.uh.edu to indicate that the requirement has been completed.

Thank you!