

## SDS 290

### HW 1b: CITI Training

The Collaborative Institutional Training Initiative (CITI) seeks to provide training in responsible conduct in research (RCR). They address issues of ethics in conducting responsible research with human and animal subjects using web-based training. For this week's homework you will complete the online course and turn in the certificate of completion once you finish the curriculum. If you already have the course completed from another class, just submit your certificate on Moodle.

Below are instructions for completing the CITI course:

1. The CITI course can be accessed **via the internet** from any computer by going to: <http://www.citiprogram.org>. To create an account, go to the 'create an account box' on the main page and click on register. (DO NOT CHOOSE "Log in through my institution").
2. Enter **Smith College** in the organization affiliation box. After you enter Smith College, follow the prompts to create your account. Enter the required registration information and use your **Smith email address** as your primary email.
3. Creating a username and fill in the requested information.
4. Say "no" to continuing education, and "no" to survey (unless you want to do it...)
5. Indicate you are a **"Student Researcher – Undergraduate"**
6. During registration, when asked which course you would like to take, choose **"Basic Human Subjects – Social and Behavioral Focus."**
7. After you have finalized your registration, review the "CITI Course Enrollment Procedure" page, and answer the "CITI Course Enrollment Questions." NOTE: Choose the option for "All Researchers" for Q1, click nothing for Q2, "not at this time" for Q3, and "no" for Q4.
8. To begin the course, click on IRB Researchers.
9. Complete the 8 required modules, click "View Completion Report," save as a pdf, and upload the certificate of completion to Moodle for HW#6 by 3/21 at 11:55pm.

#### **Important Notes:**

- **Completion of the course is estimated to take between 4-6 hours.** I suggest beginning the course as soon as possible and doing a section of the module on different days. You can always log back into the module and continue where you left off.