
NSF Responsible Conduct of Research (RCR) Training

<http://www.cs.wm.edu/~denys/docs/RCR.pdf>



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Introduction to RCR

Responsible Conduct of Research (RCR)

Goal

- help ensure research integrity

Mandatory by US National Science Foundation (NSF)

- all who receive NSF funds (support from salary and/or stipends to conduct research on NSF grants) must obtain RCR training

W&M CS (COR) Requirements

- Take the “Responsible Conduct of Research” (several hours) course at

- www.citiprogram.org

- **Required score: 100**

- **Deadlines**

- **A new graduate student**

- the end of the first semester of his/her graduate studies
 - cannot get a “pass” for CS685/785 before passing the test

- **An undergraduate/postdoc/visiting student to start research**

- before research starts
 - cannot be put on payroll before passing the test

CITI - Learner Registration

Step 1

- Search for organization: Enter full or partial name
 - College of William and Mary

Step 2

- Easy

Step 3

- Easy

Step 4

- Easy

CITI - Learner Registration

Step 5

- Are you interested in the option of receiving Continuing Education Unit (CEU) credit for completed CITI Program courses?
 - Choose “No”
- Can CITI Program contact you at a later date regarding participation in research surveys?
 - You decide; “No” is ok

Step 6

- Institutional email address
 - Use the W&M email address (not the cs.wm.edu one)
- Role in research: (depending on your status)
 - “Student Researcher--Graduate Level” or
 - “Student Researcher--Undergraduate Level”

CITI - Learner Registration

Step 7

- Please choose one learner group below based on your role and the type of human subjects activities you will conduct. You will be enrolled in the Basic Course for that group.
 - Do not choose anything
- Would you like to take the IRB Chair course?
 - You decide; “Not at this time” is ok
- If you want to take Good Clinical Practice (GCP) please make your selection below.
 - Ignore it

CITI - Learner Registration

- Laboratory Animal Welfare
 - Ignore it
- Please make your selection below to receive the courses in the Responsible Conduct of Research.
 - Choose “AREA III Disciplines” (this is the most important thing, you will need to finish all modules in this category later)
- Would you like to take the Conflicts of Interest course? If you have received NIH funding, you must successfully complete this course.
 - It really depends on what project(s) you will work on later.
 - Choose “no” will be ok for right now.
- Biosafety/Biosecurity
 - Ignore it

CITI - Complete & After Registration

- Click “Complete Registration” button
- Click “**Finalize registration**” link in the new page that comes out
- Read the “Assurance Statement”
- Take the course, and finish the quiz after each module

Notes

- All and only the “Required Modules” are required
 - You can retake a module and a quiz as many times as you want to improve your score
 - Even though this system allows you to pass with a minimum score of 80, our department requires you to get a score of 100.

- When you finish
 - your score will be automatically sent to the college
 - you should print out a copy of your final score for your own record

Important Policy

- Do not provide nor receive quiz question answers from others.
- Do not complete a course for someone else.
- Completing a CITI course for someone else (colleague or supervisor) is not only unethical, but, could be considered falsification of the research record.
- If you receive federal funds, fabrication and falsification are considered to be research misconduct by NSF.
- Fraud and Research Misconduct reflect on your integrity and professionalism.
- Allegations of fraudulent behavior would require an institutional investigation and if confirmed, would precipitate institutional actions that could include disciplinary action, reporting to the sponsor and termination of your employment.
- CITI keeps a full log of account usage (e.g., computer IP addresses, login times, time spent in each module, number of quiz attempts, etc.) that can be made available to your institution upon formal request.
- **Don't put your employment, academic status and reputation at risk!**