

Adding Responsible Conduct of Research Course in CITI

Step 1: Log in to your CITI account:

<https://www.citiprogram.org/index.cfm?pageID=14&languagePreference=English®ion=1>.

Step 2: Click on My Courses on the menu at the top.



My Courses

My Records

My CE/CMEs

Support



Step 3: Click on View Courses next to University of Arkansas at Little Rock.

Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to [add an affiliation](#). If you are no longer associated with a listed institution, you may want to [remove an affiliation](#).

University of Arkansas at Little Rock

View Courses

Would you like to affiliate with another Institution?

Add Affiliation

Would you like to remove an existing affiliation?

Remove Affiliation

Step 4: Select Add a Course from Learner Tools for University of Arkansas at Little Rock menu at the bottom.

Learner Tools for University of Arkansas at Little Rock

- [Add a Course](#)
- [Remove a Course](#)
- [View Previously Completed Coursework](#)
- [Update Institution Profile](#)
- [View Instructions Page](#)
- [Remove Affiliation](#)

Step 5: Select Social and Behavioral Responsible Conduct of Research Course.

Question 3

Responsible Conduct of Research

Please make your selection below to receive one of the courses in the Responsible Conduct of Research.

- Biomedical Responsible Conduct of Research Course
- Social and Behavioral Responsible Conduct of Research Course
- Physical Science Responsible Conduct of Research Course
- Humanities Responsible Conduct of Research Course
- Responsible Conduct of Research for Engineers
- Responsible Conduct of Research for Administrators
- Not at this time.

Step 6: Click on Submit. The module should now show up under Course Ready to Begin. Click on the Start Now button.

Step 7: Create a PDF of the report (NOT the certificate).

How to create a PDF:

- Access the report and click on the View/Print button
- When the PDF loads, click on the printer icon in the upper right corner
- Click on Destination and select Save as PDF
- Save the file with your First, Last Name, and CITI RCR Report
- Copy and paste each page of the report into the protocol document