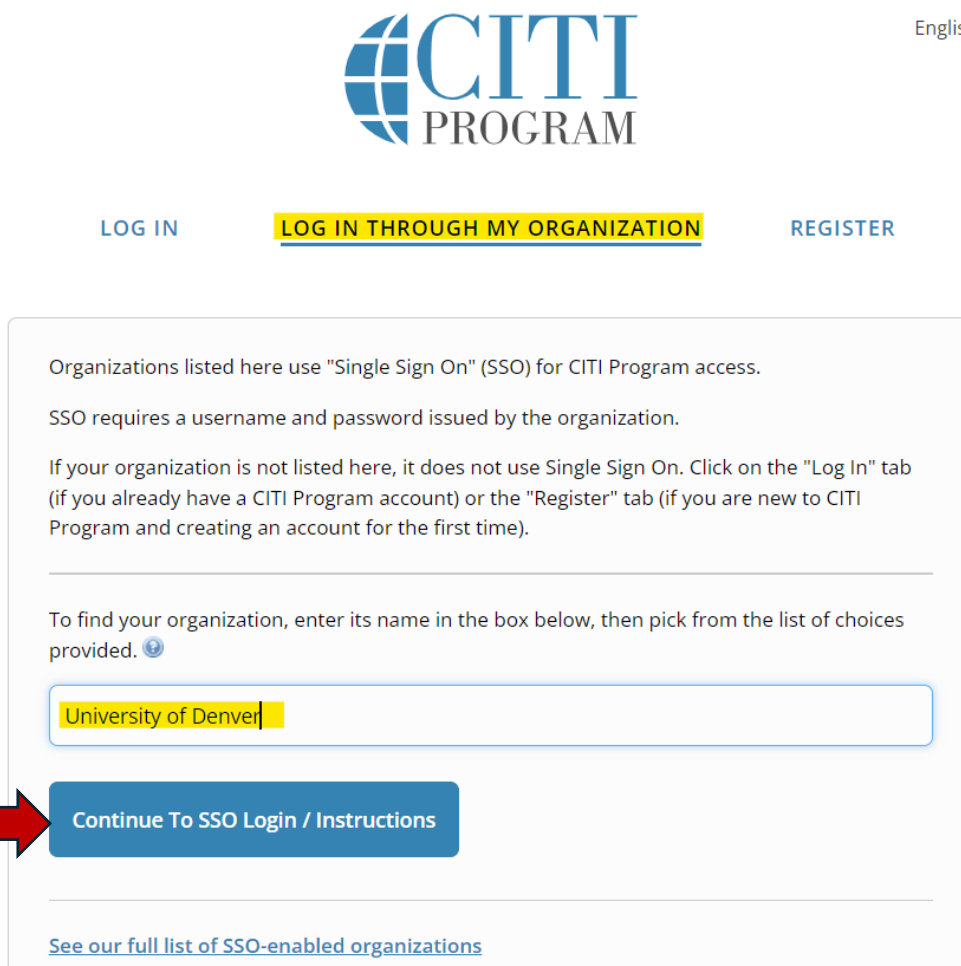


Adding and Completing Responsible Conduct of Research (RCR) Courses

This document is designed to assist you, as a principal investigator, on how to add a Responsible Conduct of Research (RCR) course to your CITI profile and complete it. This will ensure you complete your RCR requirement before receiving an externally funded award.

Step-by-step instructions:

Step 1: Go to the [CITI Program login page](#) and select “Log In Through My Organization”. Type and select “University of Denver” in the box and click “Continue to SSO Login / Instructions”.



English ▾

LOG IN **LOG IN THROUGH MY ORGANIZATION** REGISTER

Organizations listed here use "Single Sign On" (SSO) for CITI Program access.

SSO requires a username and password issued by the organization.

If your organization is not listed here, it does not use Single Sign On. Click on the "Log In" tab (if you already have a CITI Program account) or the "Register" tab (if you are new to CITI Program and creating an account for the first time).

To find your organization, enter its name in the box below, then pick from the list of choices provided. ⓘ

University of Denver

Continue To SSO Login / Instructions

[See our full list of SSO-enabled organizations](#)

Step 2: Once logged in, click on **'My courses'**.

[My Courses](#)[My Records](#)[My CE/CMEs](#)[Support](#)

English ▾



Welcome, [redacted]


[Add Institutional Affiliation](#)
[Register as Independent Learner](#)

1

Course Completed

1

Year of Membership

 Your registration has been completed successfully.

Step 3: Click on 'View Courses' next to the University of Denver.

Welcome, [redacted]

[Add Institutional Affiliation](#)
[Register as Independent Learner](#)

1

Course Completed

1

Year of Membership

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 Denver

 [View Courses](#)

Would you like to affiliate with another Institution?

[Add Affiliation](#)

Would you like to remove an existing affiliation?

[Remove Affiliation](#)

Step 4: Under Learner tools for University of Denver, click on 'Add a Course'.

Completed Courses

[Learner Tools](#)

University of Denver

Research Conflicts of Interest

Stage 1

[Post-Course Survey](#) 

Passed 07-Jun-2023

Review Course

View - Print - Share Record

Learner Tools for University of Denver



[Add a Course](#)

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

Step 5: Select 'Responsible Conduct of Research' and click "Next".

Select Curriculum

University of Denver

If there are any problems, questions, or concerns, please contact the Office of Research Integrity and Education at (303) 871-2121.

Choose all that apply.

- Human Subjects Research (Social Behavioral Educational Research or Biomedical Research)
- Responsible Conduct of Research
- Conflict of Interest
- Laboratory Animal Welfare
- Biosafety
- Health Information Privacy and Security
- Research Study Design
- Good Clinical Practice
- Undue Foreign Influence: Risks and Mitigations
- Butler
- Other
- Optional Human Subjects Research Courses

Start Over

Next

Step 5: Select any ONE of the courses appropriate to your research and click “Next”

Responsible Conduct of Research (Federally Funded Projects ONLY)

If you have been asked or are required to complete the Responsible Conduct of Research (RCR) training please make a selection below based on your role and the type of activities you will conduct.

Choose one answer.

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

Start Over

Next

Step 6: Your Course will be added to your profile. Click on 'Start Now' to start and complete the course.

You have no active courses for this Institution.

Courses Ready to Begin

[Learner Tools](#)

University of Denver
Biomedical Responsible Conduct of Research Course 1.
Stage 1 - RCR

0 / 8 modules completed

[Start Now](#)

University of Denver
Conflicts of Interest University Policy
Stage 1

0 / 2 modules completed

[Start Now](#)

University of Denver
RCR for Social, Behavioral, Educational, and Humanities

Step 7: Please wait 24 hours after completion of the course in CITI before you log in to InfoEd to complete your Conflict of Interest submission.

If you are still encountering issues, please contact your department admin or ORSP research Admin.