## Instructions for Taking WSU's CITI Conflicts of Interest and Commitment Course

**Step #1**: Link to CITI Website: <u>https://www.citiprogram.org/Default.asp</u>

**Step #2**: Login with your Username and Password. If you do not have an account, create one by clicking "**Register**" as seen in the screen shot below. Follow the directions to create your account. You must pick Wright State University as your "**Organization Affiliation**." (Please note that you can pick more than one institution, if you have separate training requirements for different institutions through CITI.)

		<b>ITI</b> OGRAM		English
LOG IN	LOG IN THROUG	H MY INSTITUTION	REGISTER	
	Username	Forgot?		
	Password	Forgot?		
	Lo	ig In		
	Need Help?	Support Center		

**Step #3**: Enroll in the Conflicts of Interest and Commitment Course by scrolling to the following link: "Add a course" under the "Wright State University Courses" tab.

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Main Menu / My Courses My Profiles My Records	My CEUs Support	E (	Q
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Your registration has been completed successfully.			
<ul> <li>Wright State University Courses</li> </ul>			
Course 👩	Status 🔞	Completion Record 🕢	Survey 📀
Export Compliance	Not Started	Not Earned	
Responsible Conduct of Research for Social and Behavioral	Not Started	Not Earned	
Student Investigators Social Behavioral	Not Started	Not Earned	
My Learner Tools for Wright State University Add a Course Remove a Course View Previously Completed Coursework Update Institution Profile			
<ul><li>View Instructions page</li><li>Remove Affiliation</li></ul>			
View Instructions page     Remove Affiliation			
View Instructions page     Remove Affiliation      Affiliate With Another Institution      Affiliate as an Independent Learner			

**Step #4:** Answer Course Enrollment questions as appropriate for your interests and research needs; but be sure to answer "Yes" to taking the Conflict of Interest and Commitment courses. If you have signed up correctly, it should show up under "My Courses" as seen in the screen shot below.

ITI Program – Collabora 🗙 🗡 🚺 CITI - Col	llaborative Instit					
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Student Investigators Social B	ehavioral		Not Start	ed	Not Earned	
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You can take the courses and track your progress by clicking on the course titles. (see below)

To pass this course you must:	Your Current Sco	ore
Complete all 2 required modules	0%	
<ul> <li>Achieve an average score of at least 80% on all quizzes associated with this course's module requirements</li> </ul>		
Supplemental modules, if provided, are optional and do not count towards passing the	course or the overall s	core
You have unfinished required or elective modules remaining		
Complete The Integrity Assurance Statement before beginning the course		
Described Medicies		
Required modules	Data Completed	Ecoro
	Date Completed	Score
Financial Conflicts of Interest: Overview, Investigator Responsibilities, and COI Rules (COI-Basi (ID: 15070)	) Incomplete	0/0 (0%)
Institutional Responsibilities as They Affect Investigators (COI-Basic) (ID: 15072)	Incomplete	0/0 (0%)
Supplemental Modules		
	Date Completed	Score
	dit for completing these	modules
NOTE: Supplemental modules are provided for general interest only. You DO NOT receive cre-	Incomplete	0/0 (0%)
NOTE: Supplemental modules are provided for general interest only. You DO NOT receive cree Conflicts of Commitment and Conscience (COI-Basic) (ID: 15073)		
NOTE: Supplemental modules are provided for general interest only. You DO NOT receive cree Conflicts of Commitment and Conscience (COI-Basic) (ID: 15073)		