Purdue University

Guidance for Completion of the General Online Responsible Conduct of Research (RCR) Training Offered through CITI Program

Purdue University utilizes the Collaborative Institutional Training Initiative (CITI) to meet general online RCR training requirements. The online RCR curriculum is tailored to the career level of the researchers. Supplemental and Refresher RCR Courses are also available. Instructional materials are offered in audio/visual and classic formats. At the end of each module, trainees must take a short quiz and earn a cumulative score of 80% to pass and complete a course.

Step 1: Log In
- Visit www.citiprogram.org
- Click on "Register" or "Log in".
- Go to "Log in through my institution" (SSO-Single Sign On).
- Select **Purdue University** from the organization list and log in with your Purdue Career Account credentials (Boiler key required).

    At this point, **New users** may need to provide additional information to complete the registration.

Step 2: Enrollment in CITI RCR Course
- Click on "View Courses" for Purdue University
- Click on "Add a Course"
- Go to "Question 2" for Responsible Conduct of Research (RCR) curriculum and then select the learner group that matches your career level (Faculty /Post-Doc/ Graduate or Undergraduate)
- Scroll to the bottom of the page and press "Submit".

Step 3: Complete courses
- Click on "Start Now" to enter the course modules.
- Complete the required modules and quizzes.

    For the RCR curriculum, the trainees need to score a cumulative score of 80% to pass.
    Each RCR course module will require ~30 mins to complete.
    RCR curriculum can be completed in single or multiple log in sessions.

- Trainees can access their Training Records and Completion Reports through the "Records" tab on the top of the CITI page.

Supplemental (optional) modules
- Supplemental (optional) RCR training modules are available to interested Purdue researchers. Scores on the associated quizzes do not affect passing requirements of for the general online RCR course.

Refresher Course
- Purdue Researchers paid from certain federally funded research grants (NSF, USDA/NIFA, and NIH) are required to take the Refresher RCR training course every 4 years.

Questions
- For questions regarding your RCR training requirements, please email RCRTraining@purdue.edu.
- For technical issues, contact the CITI Program Support at support@citiprogram.org.