### **UM CITI Program Account Registration Instructions**

- 1. Go to https://about.citiprogram.org/
- 2. Click "Register." You may see one of two screens:



		<b>TI</b> GRAM	English 🕶
LOG IN	LOG IN THROUGH MY	ORGANIZATION	REGISTER
	Username	Forgot?	
	Password	Forgot?	
	Log In		

New to the CITI Program? Read the getting started guide or watch the getting started video.

Need Help? <u>Support Center</u> <u>Status Page</u>

#### 3. Affiliate with the University of Mississippi-Oxford



New to the CITI Program? Read the getting started guide or watch the getting started video.

4. Fill out your information. Make sure to use your UM email address!

Personal Information	
* indicates a required field.	
* First Name	* Last Name
* Email Address	* Verify email address
We urge you to provide a se access the first one. If you fo address. Secondary email address	cond email address, if you have one, in case messages are blocked or you lose the ability orget your username or password, you can recover that information using either email Verify secondary email address

## 5. Create a Username and Password

* indicates a required field.	
Your username should consist "a12b34cd". Once created, you	of 4 to 50 characters. Your username is not case sensitive; "A12B34CD" is the same as ir username will be part of the completion report.
* User Name	
Your password should consist "a12b34cd".	of 8 to 50 characters. Your password IS case sensitive; "A12B34CD" is not the same as
* Password	* Verify Password
Please choose a security quest information, you will have to	tion and provide an answer that you will remember. <b>NOTE: If you forget your login</b> <b>provide this answer to the security question in order to access your account</b> .
* Security Question	-

## 6. Finalize Registration

Steps: <u>1</u> <u>2</u> <u>3</u> <u>4</u>
* indicates a required field.
Would you like to connect your ORCID <sup>®</sup> iD to your CITI Program account? 🥹
D Connect your ORCID ID
* Country of Residence
Search for country: Enter full or partial name (e.g., "United States") OR your country's two or three character abbreviation (e.g., "US", "USA"), then pick from the list of choices provided.
* May we contact you to provide information about other courses and services after you complete your CITI Program coursework? 😣
⊖ Yes
○ No
Finalize Registration

7. Fill out your UM information to the best of your ability.

Affiliate with an Institution University of Mississippi - Oxford	
Home > Profiles > Affiliate with an Institution	
<ul> <li>Please provide the following information requested by University of Mississippi - Oxford.</li> <li>Fields marked with an asterisk (*) are required.</li> </ul>	
Language Preference	
Institutional email address * We recommend providing an email address issued by University of Mississippi - Oxford or an approved affiliate, rather than a personal one like @gmail, @hotmail, etc. This will help University of Mississippi - Oxford officials identify your learning records in reports.	

## 8. Select the required course training.

Select the course most appropriate to your research activities.

		BASIC Human Research Course
		REFRESHER Human Research Course In order to receive credit for completing a refresher course you must have already completed an approved CITI basic course or have been directed to take the refresher course. If you are not approved to take the refresher course you will have to complete the basic course.
		Public Health Research
		Responsible Conduct of Research courses only.
		Conflict of Interest (COI)
		Good Clinical Practice (GCP)
		Information Privacy and Security (IPS)
	~	Animal Care and Use
,		Export Compliance
	~	Laboratory Chemical Safety
	~	Biosafety and Biosecurity (BSS)
		Laser Safety
		Radiation Safety

# 9. Select "Working with the IACUC." If you will be performing surgery, also select "Aseptic Surgery" and "Minimizing Paing and Distress."

Av	vailable Animal Care and Use Courses
Do co ar Th	o you conduct studies that use Lab animals? If YES, then you must complete omplete the Basic course and the appropriate species specific modules. If you are n IACUC Member you should complete the "Essentials for IACUC Members". is question is required. Choose all that apply.
	If you plan to use animals in research or teaching, "Working with the IACUC" course is required.
	If you are an IACUC member you are required to complete the "Essentials for IACUC Members" course now.
	IACUC Community Member
	If you planning to make your own antibodies rather than contracting with a commercial enterprise, then you should complete the "Antibody Production" course now.
	If you planning to do aseptic surgery on animals, you may want to complete the "Aseptic Surgery" course now. Your institution may require this.
	If you plan to conduct studies that have the potential to cause "more than momentary pain and distress" in Mice or Rats you should complete the module on "Minimizing Pain and Distress". <b>Species/model Specific Modules</b>

Choose the appropriate specific animal elective module(s) depending on your

## 10. Select the species that will be used for your study.

l work with Frogs, Toads or other Amphibians
l work with Mice. Family: Muridae Cricetidae
l work with Genetically Modified Mice
l work with Rats. Genus: Rattus
l work with Hamsters. Family: Muridae
l work with Gerbils
l work with Ferrets
l work with Guinea Pigs
l work with Rabbits, Family: Leporidae
l work with Cats
I work with Dogs
l work with Fish
l work with Zebrafish
l work with Swine
l work with Non-Human Primates (NHP)
Wildlife Research

11.Select "Animal Biosafety." After completing this page, you should be routed to your course page. You are ready to begin training!

