

Affiliating with Nova Southeastern University in CITI



NOVA SOUTHEASTERN UNIVERSITY
Institutional Review Board

- Login to your CITI account using your username and password.



The screenshot shows the CITI Program website header with the logo and navigation menu. Below the header is a large banner for the 4th World Conference on Research Integrity, featuring a scenic view of Rio de Janeiro. To the right of the banner is a login form with fields for Username and Password, a Log In button, and a link for 'Forgot Username or Password?'. Below the login form are sections for 'Log in through my institution' (with a 'Log in via SSO' button) and 'Create an account' (with a 'Register' button). A note below the register button states: 'Access requires registration as an affiliate of a subscribing CITI institution or as an unaffiliated learner.'

CITI PROGRAM Collaborative Institutional Training Initiative at the University of Miami

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4th World Conference On Research Integrity

Research Rewards and Integrity:
Improving Systems to Promote Responsible Research

May 31-June 3, 2015

4th World Conference on Research Integrity

Brazil, Rio de Janeiro

Over 7.3 million CITI Program courses have been completed since 2000

Username

Password

Log In

Forgot Username or Password?

Log in through my institution

Log in via SSO

Create an account

Register

Access requires registration as an affiliate of a subscribing CITI institution or as an unaffiliated learner.



CITI Program Announcements

Visit CITI Program's Online Bookstore

New Good Clinical Practice (GCP) Refresher Course



Help & Support

How do I register?

Merge duplicate accounts



- Under the dropdown heading 'Affiliate With Another Institution' please click on the “Affiliate With Another Institution” link.



Collaborative Institutional Training Initiative

Crystal Bass
ID 4133862
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Main Menu / My Courses

▶ [Independent Learner Courses](#)

▶ [Nova Southeastern University Courses](#)

▼ [Affiliate With Another Institution](#)

[Affiliate With Another Institution](#)

- Type into the search box “Nova Southeastern University” and it will automatically pull up NSU.

[Home](#) › [My Profile](#) › [Affiliate with New Institution](#)

Select Your Organization Affiliation

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

- Checkmark the boxes to agree and affirm and select 'Continue' to complete the affiliation process with NSU.

[Home](#) › [My Profile](#) › [Affiliate with New Institution](#)

Select Your Organization Affiliation

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

 I AGREE to the [Terms of Service](#) for accessing CITI Program materials.
 I affirm that I am an affiliate of Nova Southeastern University.

- Nova Southeastern University should now show up as one of your affiliated institutions.
- The next slides will cover registering for the correct IRB Human Subjects Training

Nova Southeastern University Courses			
Course	Status	Completion Report	Survey
21. THE INSTITUTIONAL REVIEW BOARD (IRB)	Not Started	Not Earned	

My Learner Tools for Nova Southeastern University

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

▶ [Click here to affiliate with another institution](#)

▶ [Affiliate as an Independent Learner](#)

Adding the required IRB Training Course in CITI



NOVA SOUTHEASTERN UNIVERSITY
Institutional Review Board

- Under the heading “My Learner Tools for Nova Southeastern University” please click on “Add a Course”.

▼ Nova Southeastern University Courses

Course	Status	Completion Report	Survey
21. THE INSTITUTIONAL REVIEW BOARD (IRB)	Not Started	Not Earned	

— My Learner Tools for Nova Southeastern University —

- Add a Course
- Remove a Course
- View Previously Completed Coursework
- Update Institution Profile
- View Instructions page
- Remove Affiliation

▶ Click here to affiliate with another institution

▶ Affiliate as an Independent Learner

- Select “Yes” to the question ‘Is this the first time doing the CITI Program as a member of the NSU Community?’
- Click the **Next** button.

Select Curriculum - Nova Southeastern University (543)

* indicates a required field.

* Is this the first time doing the CITI Program as a member of the NSU community?

Choose one answer

Yes

No

Next

Start Over

- Select 'Human Research (IRB Required Program)'
- Click the "Next" button.

Select Curriculum - Nova Southeastern University (543)

* indicates a required field.

* What area of research are you working?

Choose all that apply

Human Research (IRB Required Program)

Lab Animal

Responsible Conduct of Research Gradebook (RCR)

CITI Good Clinical Practice (GCP)

Conflicts of Interest

Health Information Privacy and Security (HIPS)

Next

Start Over




- Select the learner group that corresponds to your academic center
 - **Do not** select 21. The Institutional Review Board, that is for IRB Board members only
- Click “Next”

* Select the group appropriate to your research activities.





Choose all that apply

- Group 1: Biomedical (HPD) Researchers
- Group 2: Social-Behavioral-Educational (Non-HPD) Researchers
- Group 3: College Representatives & IRB Office Staff ONLY







- You have now added your CITI course to your main page.
- Select the course and you may begin your CITI training.

 Your request has been successfully submitted.

▼ Nova Southeastern University Courses

 Course	 Status	 Completion Report	 Survey
20. College of Natural Sciences and Oceanography	Not Started	Not Earned	
21. THE INSTITUTIONAL REVIEW BOARD (IRB)	Not Started	Not Earned	

My Learner Tools for Nova Southeastern University

-  Add a Course
-  Remove a Course
-  View Previously Completed Coursework
-  Update Institution Profile
-  View Instructions page
-  Remove Affiliation

▶ Click here to affiliate with another institution

▶ Affiliate as an Independent Learner

Questions???

If you have any further questions regarding adding a CITI training course please contact the IRB Assistant Director:

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