Instructions for Accessing Responsible Conduct of Research Training in CITI

1. Go to the [CITI institutional login page](#). Please note that if you log in to CITI through their main page (and not through the link above), you will first have to select LOG IN and then LOG IN THROUGH MY ORGANIZATION.

2. Select Virginia Polytechnic Institute & State University (Virginia Tech) from the list and select Continue to SSO Login/Instructions.

3. If you have not logged into CITI recently, you might need to enter your Virginia Tech login credentials and select Share on the Virginia Tech CAS login page.

4. Select View Courses from the Institutional Courses menu.
5. **If you haven’t started the training**, click *Add a Course* at the bottom of the page.

If you started but did not complete the training, you will be able to select it from your *Active Courses* near the top of the page.

6. Select *Basic Responsible Conduct of Research* under Question 4 and then click *Submit* at the bottom of the page.

7. Click *Start Now* in the *Courses Ready to Begin* menu.

After you agree to the terms, you are ready to complete the training which takes around 2 to 3 hours to complete.

**Questions?**

For technical concerns, contact [CITI Support](mailto:CITI-Support@vt.edu) (or 888-529-5929).

For questions about the training content or requirement, contact the Research Integrity and Consultation Program at integrity@vt.edu.