

Collaborative Institutional Training Initiative at the University of Miami

Affiliating with Nova Southeastern Univserity in CITI

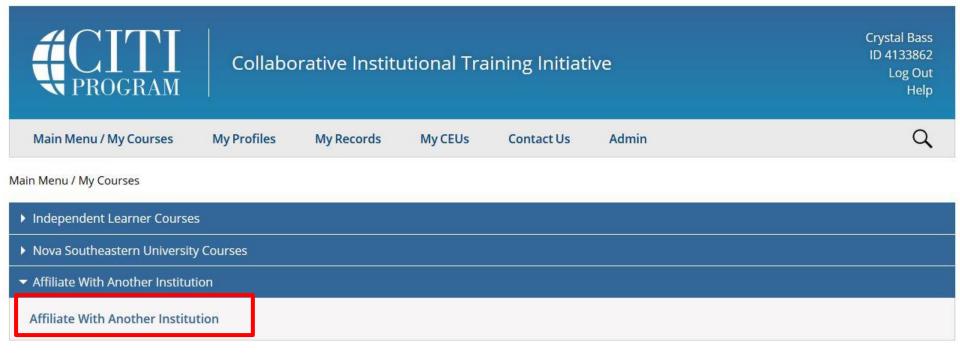


Login to your CITI account using your username and password.





• Under the dropdown heading 'Affiliate With Another Institution' please click on the "Affiliate With Another Institution" link.





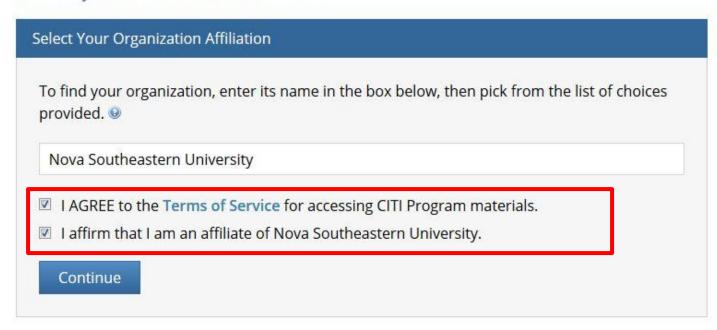
• Type into the search box "Nova Southeastern University" and it will automatically pull up NSU.

Home > My Profile > Affiliate with New Institution

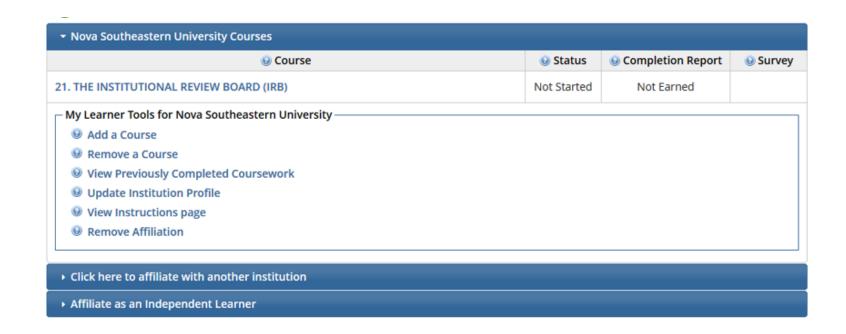
lect Your Organization Affiliation
o find your organization, enter its name in the box below, then pick from the list of choices rovided.

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

Home > My Profile > Affiliate with New Institution



- 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



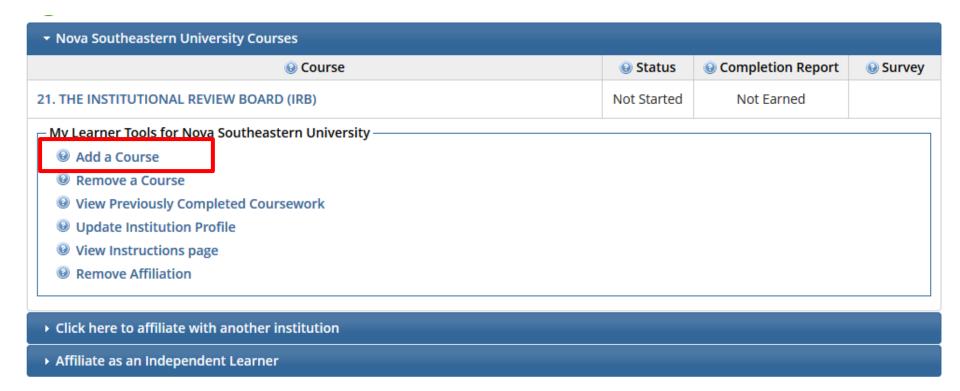


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Adding the required IRB Training Course in CITI

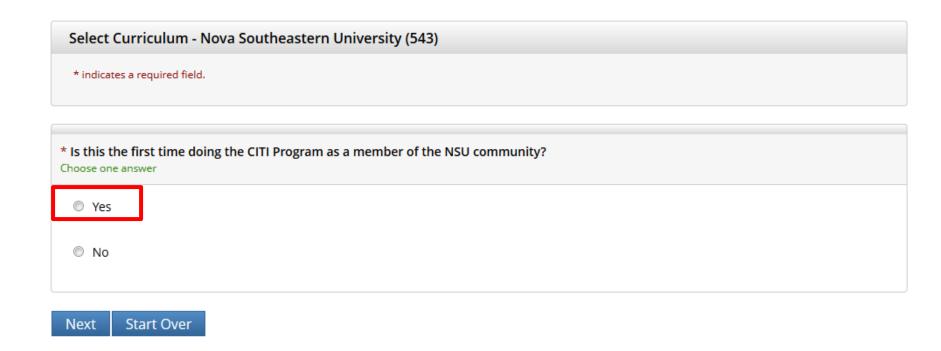


• Under the heading "My Learner Tools for Nova Southeastern University" please click on "Add a Course".



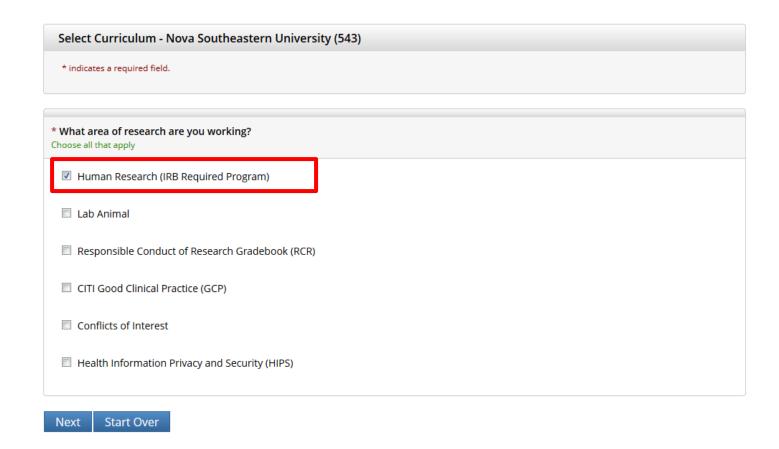


- Select "Yes" to the question 'Is this the first time doing the CITI Program as a member of the NSU Community?'
- Click the **Next** button.





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





- Select the learner group that corresponds to your academic center
 - <u>Do not</u> select 21. The Institutional Review Board, that is for IRB Board members only
- Click "Next"

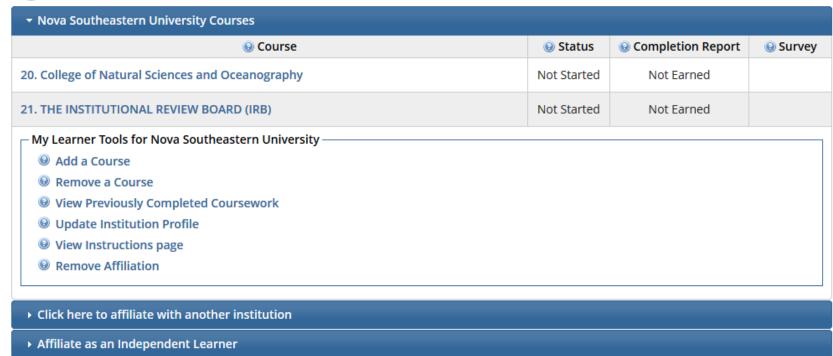
* Select the group appropriate to your research activities.

Choose all that apply

Choose an triat 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.





Questions???

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

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