
RCR INSTRUCTIONS FOR UNDERGRADS

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- To complete the online modules, LOGIN to CITI Programs with your NetID at <https://bit.ly/RCR-CITI>.
 - Use your NetID email in the preferred/primary field to ensure your records import into the MSU system (which may take two weeks)
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- Click View Courses > **Learner Tools**
> Add a Course. You must answer all questions.
 - Question 1: Select "MSU Undergrad Research RECR Program."
 - Answer *Not at this Time* for all other questions.
 - Submit and begin.

Question 1

Responsible and Ethical Conduct (RECR) Course Enrollment

Please select your RECR (formerly RCR) learner group below

- ☐ MSU Graduate School RECR Program
- ☒ MSU Undergrad Researchers RECR Program
- ☐ MSU Faculty RECR Program
- ☐ MSU Research Associates and Postdoctoral Researchers RECR
- ☐ MSU Research Assistant and Technician RECR
- ☐ OSSA Academic Integrity
- ☐ Not at this time, thank you.

Comes from
ORRS.Train@msu.edu

- Complete the course within 30 days of being enrolled (or as otherwise instructed)
- You will receive email reminders
 - 30, 14, 7, 3, 1 days before it is due and then an overdue notice

From: ORRS.Train@msu.edu <ORRS.Train@msu.edu>

Sent: Thursday, July 11, 2024 5:05 AM

Subject: RCR Online Training Required in 30 days

Dear Spartan

As a student conducting research activities, you have been assigned to complete Responsible Conduct of Research (RCR) training. This is due in 30 days. Complete immediately to avoid further emails.

Learning Track: RCR-CITI for Undergrads 1	
Course	Due By
CITI Authorship (RCR-Basic)	08/10/2024
CITI Research Misconduct (RCR-Basic)	08/10/2024
CITI Plagiarism (RCR-Basic)	08/10/2024
CITI Introduction to RCR (RCR-Basic)- New	08/10/2024

Instructions

To complete the online modules, LOGIN to CITI Programs* with your NetID at <https://bit.ly/RCR-CITI>. Use your netID email in the preferred/primary field to ensure your records import into the MSU system (which may take two weeks).

Once logged into CITI, look for the "Add a Course" link and select the RCR option that best fits your status. You can respond with "No" or "Not at this time" to all other questions. Submit and begin.

If you believe you have completed the required training more than two weeks ago or do not think this program applies to you, visit <https://bit.ly/FAQ-RCR>. Contact CITI Programs support or RCR@msu.edu for additional assistance.



Ability Training Compliance

*CITIprograms.org online training modules are available for free to the MSU community through the Office of Regulatory Affairs' license.

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- After you complete the course
 - You should be able to see it at <https://abilitylms.msu.edu/MSU/Programs/Standard/Control/elmLearner.wml> under "My Requirements."
 - It may take some time for the system to update.
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