

## Responsible Conduct of Research (RCR) Course Enrolment Steps

### Logging in

- Go to [CITI Program](#) .
- Click **Log In Through My Organization**.
- Enter “The Hong Kong University of Science and Technology” and continue to **SSO Login**.
- Log in with your **ITSC email address** ([xxx@connect.ust.hk](mailto:xxx@connect.ust.hk)) **and password**.
- If you are a first-time user, follow the instructions to set up an account.



[LOG IN](#)


[LOG IN THROUGH MY ORGANIZATION](#)

[REGISTER](#)

Organizations listed here use "Single Sign On" (SSO) for CITI Program access.

SSO requires a username and password issued by the organization.

If your organization is not listed here, it does not use Single Sign On. Click on the "Log In" tab (if you already have a CITI Program account) or the "Register" tab (if you are new to CITI Program and creating an account for the first time).

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

[Continue To SSO Login / Instructions](#)

[See our full list of SSO-enabled organizations](#)

## Adding a Course

- Following successful login, click **View Courses**, then **Add a Course**.

**CITI PROGRAM** My Courses My Records My CE/CMEs Support English

Welcome  
Add Institutional Affiliation  
Register as Independent Learner

Courses Completed Months of Membership

### Institutional Courses

Institutional Courses are available to learners who have an affiliation with one or more subscribing institutions. If an institution with which you are affiliated is not listed, you may want to [add an affiliation](#). If you are no longer associated with a listed institution, you may want to [remove an affiliation](#).

The Hong Kong University of Science and Technology

Would you like to affiliate with another institution?

Would you like to remove an existing affiliation?

View Courses Add Affiliation Remove Affiliation

### Learner Tools for The Hong Kong University of Science and Technology

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

- Under **Select Curriculum**, first select your **Role**.

## Select Curriculum

The Hong Kong University of Science and Technology

You will be provided with a series of enrollment questions. Based on your responses, you will be directed to the corresponding questions and enrolled in courses. Please read the instructions carefully to make the appropriate choice.

### Question 1

#### Role

Please select your role.

This question is required. Choose one answer.

- Faculty
- Staff
- Student

[Start Over](#) [Next](#)

## Select Curriculum

The Hong Kong University of Science and Technology

### Question 4

#### Responsible Conduct of Research (RCR) Course – Students

To enroll in this course, please select your program of study.

Choose one answer.

- Research postgraduate (PhD & MPhil)
- Doctor of Business Administration (DBA)
- Undergraduate

[Start Over](#) [Next](#)

- Next, select **Not at this time** for enrolling in optional course.

## Select Curriculum

The Hong Kong University of Science and Technology

### Question 6

#### Optional Course

Would you also like to enroll in the following course?

For faculty, please take the course if required by your research field. For students and staff, you may consult your supervisor.

Choose one answer.

- Human Subjects Research (HSR) Course
- Not at this time

Start Over

Next

- You are now enrolled in the RCR course based on your selection. Click **Start Now** to begin a course.

✔ You are now enrolled in the course(s) you selected.

Show Courses for: The Hong Kong University of Science and Technology

Institution List

## The Hong Kong University of Science and Technology

### Active Courses

[Learner Tools](#)

You have no active courses for this Institution.

### Courses Ready to Begin

[Learner Tools](#)

The Hong Kong University of Science and Technology  
Responsible Conduct of Research (UROP)  
Stage 1 - RCR

0 / 10 modules completed

Start Now



- Please complete all **required** modules and **supplemental** modules (assignment of supplemental modules to be informed by the UROP Office) **within one month after the end of the add/drop period** and submit the completion report (please see the next page) to the UROP Office via [email](#) **within one week after the aforesaid deadline.**

## Required Modules

Complete all 10 required modules.

Modules	Completed	Score	
Introduction to RCR (RCR-Basic) (ID 17009)	Incomplete	-	<a href="#">Start</a>
Authorship (RCR-Basic) (ID 16597)	Incomplete	-	<a href="#">Start</a>
Collaborative Research (RCR-Basic) (ID 16598)	Incomplete	-	<a href="#">Start</a>
Conflicts of Interest (RCR-Basic) (ID 16599)	Incomplete	-	<a href="#">Start</a>
Data Management (RCR-Basic) (ID 16600)	Incomplete	-	<a href="#">Start</a>
Mentoring (RCR-Basic) (ID 16602)	Incomplete	-	<a href="#">Start</a>
Peer Review (RCR-Basic) (ID 16603)	Incomplete	-	<a href="#">Start</a>
Plagiarism (RCR-Basic) (ID 15156)	Incomplete	-	<a href="#">Start</a>
Research Involving Human Subjects (RCR-Basic) (ID 13566)	Incomplete	-	<a href="#">Start</a>
Research Misconduct (RCR-Basic) (ID 16604)	Incomplete	-	<a href="#">Start</a>

## Supplemental Modules i

Modules	Completed	Score	
Environmental and Social Dimensions of Engineering Research (ID 12835)	Incomplete	-	<a href="#">Start</a>
Research, Ethics, and Society (ID 15198)	Incomplete	-	<a href="#">Start</a>
Reproducibility of Research Results (ID 17756)	Incomplete	-	<a href="#">Start</a>
Communicating with the Public (ID 19270)	Incomplete	-	<a href="#">Start</a>
Presentation of Research Findings (ID 19355)	Incomplete	-	<a href="#">Start</a>
Using Animal Subjects in Research (RCR-Basic) (ID 13301)	Incomplete	-	<a href="#">Start</a>

## Sample of Completion Report

### COLLABORATIVE INSTITUTIONAL TRAINING INITIATIVE (CITI PROGRAM) COMPLETION REPORT - PART 1 OF 2 COURSEWORK REQUIREMENTS\*

\* NOTE: Scores on this [Requirements Report](#) reflect quiz completions at the time all requirements for the course were met. See list below for details. See separate Transcript Report for more recent quiz scores, including those on optional (supplemental) course elements.

- **Name:** [REDACTED] (ID: [REDACTED])
- **Institution Affiliation:** The Hong Kong University of Science and Technology (ID: 4411)
- **Institution Email:** [REDACTED]@ust.hk
- **Institution Unit:** [REDACTED]
  
- **Curriculum Group:** Responsible Conduct of Research
- **Course Learner Group:** Responsible Conduct of Research (SENG - Staff)
- **Stage:** Stage 1 - RCR
- **Description:** This course is for investigators, staff and students with an interest or focus in **Biomedical Research**. This course contains text, embedded case studies AND quizzes.
  
- **Record ID:** [REDACTED]
- **Completion Date:** 12-Apr-2021
- **Expiration Date:** 11-Apr-2026
- **Minimum Passing:** 80
- **Reported Score\*:** 100

Shows the completed required modules

REQUIRED AND ELECTIVE MODULES ONLY	DATE COMPLETED	SCORE
Introduction to RCR (RCR-Basic) (ID: 17009)	12-Apr-2021	3/3 (100%)
Authorship (RCR-Basic) (ID: 16597)	12-Apr-2021	5/5 (100%)
Collaborative Research (RCR-Basic) (ID: 16598)	12-Apr-2021	5/5 (100%)
Conflicts of Interest (RCR-Basic) (ID: 16599)	12-Apr-2021	5/5 (100%)
Data Management (RCR-Basic) (ID: 16600)	12-Apr-2021	5/5 (100%)
Mentoring (RCR-Basic) (ID: 16602)	12-Apr-2021	5/5 (100%)
Peer Review (RCR-Basic) (ID: 16603)	12-Apr-2021	5/5 (100%)
Plagiarism (RCR-Basic) (ID: 15156)	12-Apr-2021	5/5 (100%)
Research Involving Human Subjects (RCR-Basic) (ID: 13566)	12-Apr-2021	5/5 (100%)
Research Misconduct (RCR-Basic) (ID: 16604)	12-Apr-2021	5/5 (100%)

For this Report to be valid, the learner identified above must have had a valid affiliation with the CITI Program subscribing institution identified above or have been a paid Independent Learner.

Verify at: [www.citiprogram.org/verify](http://www.citiprogram.org/verify) [REDACTED]

Collaborative Institutional Training Initiative (CITI Program)

Email: [support@citiprogram.org](mailto:support@citiprogram.org)

Phone: 888-529-5929

Web: <https://www.citiprogram.org>

**COLLABORATIVE INSTITUTIONAL TRAINING INITIATIVE (CITI PROGRAM)**  
**COMPLETION REPORT - PART 2 OF 2**  
**COURSEWORK TRANSCRIPT\*\***

\*\* NOTE: Scores on this [Transcript Report](#) reflect the most current quiz completions, including quizzes on optional (supplemental) elements of the course. See list below for details. See separate Requirements Report for the reported scores at the time all requirements for the course were met.

- **Name:** [REDACTED] (ID: [REDACTED])
- **Institution Affiliation:** The Hong Kong University of Science and Technology (ID: 4411)
- **Institution Email:** [REDACTED]@ust.hk
- **Institution Unit:** [REDACTED]

- **Curriculum Group:** Responsible Conduct of Research
- **Course Learner Group:** Responsible Conduct of Research (SENG - Staff)
- **Stage:** Stage 1 - RCR
- **Description:** This course is for investigators, staff and students with an interest or focus in **Biomedical Research**. This course contains text, embedded case studies AND quizzes.

- **Record ID:** [REDACTED]
- **Report Date:** 13-Sep-2022
- **Current Score\*\*:** 100

**Shows the completed required and supplemental modules**

REQUIRED, ELECTIVE, AND SUPPLEMENTAL MODULES	MOST RECENT	SCORE
Environmental and Social Dimensions of Engineering Research (ID: 12835)	15-Apr-2021	5/5 (100%)
Using Animal Subjects in Research (RCR-Basic) (ID: 13301)	12-Apr-2021	5/5 (100%)
Research Involving Human Subjects (RCR-Basic) (ID: 13566)	12-Apr-2021	5/5 (100%)
Plagiarism (RCR-Basic) (ID: 15156)	12-Apr-2021	5/5 (100%)
Research, Ethics, and Society (ID: 15198)	13-Apr-2021	5/5 (100%)
Authorship (RCR-Basic) (ID: 16597)	12-Apr-2021	5/5 (100%)
Collaborative Research (RCR-Basic) (ID: 16598)	12-Apr-2021	5/5 (100%)
Conflicts of Interest (RCR-Basic) (ID: 16599)	12-Apr-2021	5/5 (100%)
Data Management (RCR-Basic) (ID: 16600)	12-Apr-2021	5/5 (100%)
Mentoring (RCR-Basic) (ID: 16602)	12-Apr-2021	5/5 (100%)
Peer Review (RCR-Basic) (ID: 16603)	12-Apr-2021	5/5 (100%)
Research Misconduct (RCR-Basic) (ID: 16604)	12-Apr-2021	5/5 (100%)
Introduction to RCR (RCR-Basic) (ID: 17009)	12-Apr-2021	3/3 (100%)
Reproducibility of Research Results (ID: 17756)	13-Apr-2021	5/5 (100%)
Communicating with the Public (ID: 19270)	13-Apr-2021	5/5 (100%)
Presentation of Research Findings (ID: 19355)	13-Apr-2021	5/5 (100%)

For this Report to be valid, the learner identified above must have had a valid affiliation with the CITI Program subscribing institution identified above or have been a paid Independent Learner.

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 Training Initiative