

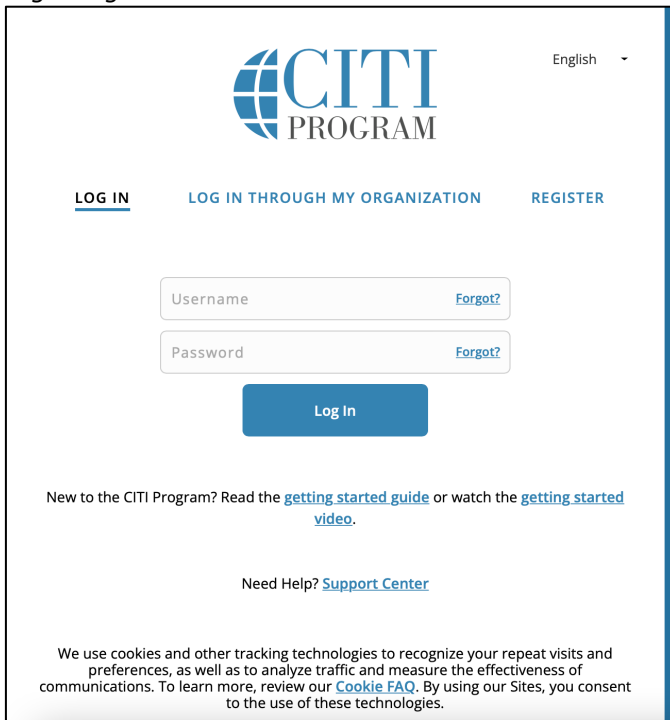
**Step-by-Step Guide for Accessing CITI Program Training for IACUC Compliance:**

Visit [wou.edu/iacuc](http://wou.edu/iacuc) and click on “Click to start animal subjects research CITI training!” button.

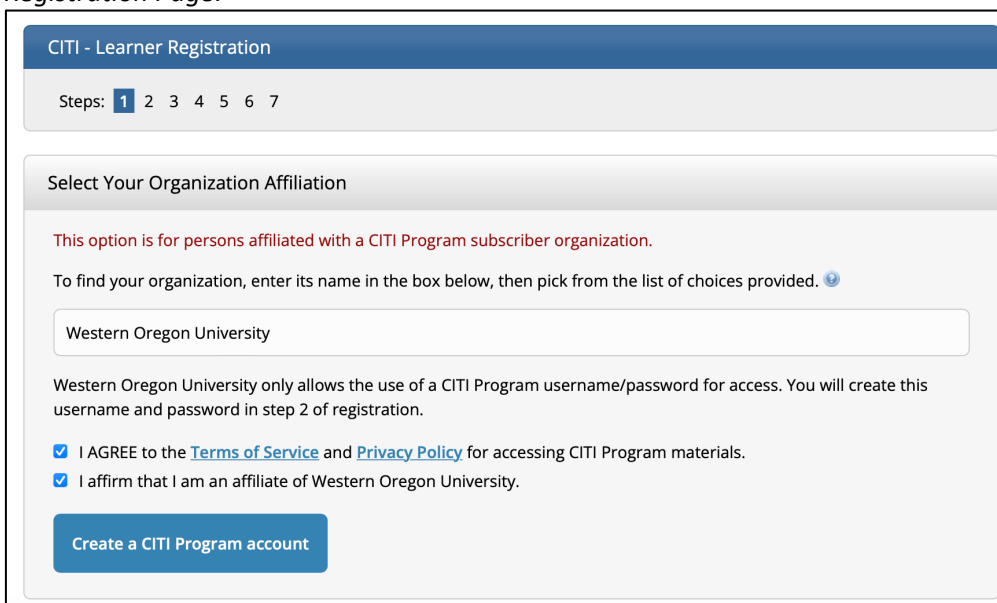
**STEP 1: Register/Log In**

Log in with your previously-created WOU-affiliated CITI Program username and password, or Register to create a new WOU-affiliated account if you do not have one previously.

*Login Page:*



*Registration Page:*



**STEP 2: Select Courses.** After logging in you will come to a page that should list “Western Oregon University”. Click “View Courses” next to this

## 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](#).

Western Oregon University View Courses

Would you like to affiliate with another Institution? Add Affiliation

At the bottom of the page under “Learner Tools for Western Oregon University” click “Add a Course”:

### Courses Ready to Begin [Learner Tools](#)

You have no courses ready to begin for this Institution.

### Completed Courses [Learner Tools](#)

You have not recently completed any courses for this Institution. Full records of past completions are available in [Records](#).

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#### Learner Tools for Western Oregon University

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

You will then be brought to a screen with a series of three questions.

**For Question 1 (Human Subjects Research), click “Not at this Time Thank You”.**

**For Question 2 (COVID 19 Back to Campus...) click “No”**

For Question 3, you will see the following list.

Everyone should Select:

- “Working with the IACUC”

If you are planning on completing field research on wildlife, you should also select:

- “Wildlife Research”

Also select the **taxon-specific animal training** that is appropriate for the type of animals with which you are working. Select all that apply.

*e.g., Sally is conducting a laboratory project on the antipredator behavior of salamanders in response to chemical cues from fish, and is keeping both amphibians and fishes in the lab. Sally must select all of the following courses: “Working with the IACUC”; “Working with Amphibians in Research Settings”; and “Working with Fish in Research Settings”.*

### Question 3

#### Animal Care and Use (ACU)

The ACU courses have been designed to meet the needs of the animal care and use community. You should select the appropriate basic course(s) and animal-specific course(s) based on your work and interests.

- Essentials for IACUC Members. This course provides in-depth training for IACUC members.
- IACUC Community Member. This course provides in-depth training for IACUC community members.
- Working with the IACUC. This course provides basic training for laboratory personnel. It covers the protection of animals used in research.
- Institutional Official: Animal Care and Use. This course provides basic training for institutional officials at organizations with an animal care and use program.
- IACUC Chair. This course provides training for IACUC chairs and supplements the Essentials for IACUC Members course.
- Post-Approval Monitoring (PAM). This course provides training on post-approval monitoring.
- Wildlife Research. This course provides training for personnel involved in wildlife research.
- If you plan to conduct studies that have the potential to cause "more than momentary pain and distress" in Mice or Rats you should complete the module on "Reducing Pain and Distress in Lab Mice/Rats".

Animal-Specific Courses Choose the appropriate specific animal elective module(s) depending on your work and interests

- Working with Amphibians in Research Settings
- Working with Cats in Research Settings
- Working with Cattle in Agricultural Research Settings
- Working with Dogs in Research Settings
- Working with Ferrets in Research Settings
- Working with Fish in Research Settings
- Working with Genetically Modified Mice in Research Settings
- Working with Gerbils in Research Settings
- Working with Guinea Pigs in Research Settings
- Working with Hamsters in Research Settings
- Working with Horses in Agricultural Research Settings
- Working with Mice in Research Settings
- Working with Non-Human Primates in Research Settings
- Working with Rabbits in Research Settings
- Working with Rats in Research Settings
- Working with Reptiles in Research Settings

Once you have selected the courses you would like to enrol in, click “Submit” at the bottom of the screen.

These courses will now appear in a list under “Courses Ready to Begin”:

### Courses Ready to Begin

[Learner Tools](#)

Western Oregon University  
**Working with the IACUC**  
 Stage 1 - Basic Course  
 0 / 9 modules completed  
 Start Now

Western Oregon University  
**Working with Amphibians in Research Settings**  
 Stage 1 - Lab Animal Research  
 0 / 5 modules completed  
 Start Now

Western Oregon University  
**Working With Fish in Research Settings**  
 Stage 1 - Lab Animal Research  
 0 / 6 modules completed  
 Start Now

### STEP 3: Begin Training

To begin training, simply click “Start Now” next to the course of your choice. Click “I Agree” to the Assurance Statement on the next page, and then “Start” next to each module on the following page:

#### Required Modules

Complete all 9 required modules.

Modules	Completed	Score	
Working with the IACUC: Introduction (ID 17660)	Incomplete	-	<a href="#">Start</a>
About the IACUC (ID 17661)	Incomplete	-	<a href="#">Start</a>
Federal Laws, Policies, and Guidelines (ID 17662)	Incomplete	-	<a href="#">Start</a>
Planning Research and Completing the Protocol Form (ID 17663)	Incomplete	-	<a href="#">Start</a>

Click through each module, reading all information carefully, watching any videos that may be presented, and complete the quiz at the end of each module.

*CITI Program will keep track of your progress on all modules and courses, so you may be start and stop and return to any training at any point by simply returning to the CITI training webpage and logging in.*

### STEP 4: Finishing Training

Once you have completed all required training, please submit a copy of your completion certificate with your Protocol Form and/or email your completed certificate to IACUC@wou.edu