

Training Instructions: Wolf Amendment

1. Log into your CITI account from <https://access.caltech.edu/> You will find the link under “Research Services,” “Select Research Ethics Education (CITI)”

Research Services

✓ Biosketch and Other Support	?	★
Access data to create Biosketch and Other Support (BSOS)		
✓ Controlled Substance Tracking	?	★
Manage and track controlled substances used in research		
✓ IACUC Protocol Application System	?	★
Submit protocols for animal research for review by Caltech's Institutional Animal Care and Use Committee (IACUC).		
✓ IRB Protocol Application System	?	★
Submit protocols for human subject research for review by Caltech's Institutional Review Board (IRB)		
✓ iThenticate	?	★
Document similarity checking service		
✓ LabArchives	?	★
Electronic lab notebook		
✓ OLAR Billing	?	★
View and manage billing of OLAR services		
✓ PHS/NIH Travel Expense Form Disclosure	?	★
Direct access to the PHS/NIH Travel Expense Form Disclosure		
✓ Research Ethics Education (CITI)	?	★
Provides training in various areas of research compliance		



2. If you already have a CITI account, please proceed to the next step.

If you do not have a CITI account, you will need to create one before going to the next step. Simply, click on “I don’t have a CITI Program account and I need to create one,” and it will take you to the SSO screen so that you may proceed to step 3.



[LOG IN](#)

[LOG IN THROUGH MY ORGANIZATION](#)

[REGISTER](#)

Associate your SSO account with a CITI Program account

Please choose an option:

- ☐ I already have a CITI Program account.
- ☐ I don't have a CITI Program account and I need to create one.



3. Use your Caltech credentials to log into CITI. Once in your CITI account, scroll down to the bottom of the page and click on "Add a Course."



4. This will take you to Question 1 where you will select "I have NASA funding or work on a NASA funded project." and click "Next."



Please make your selection below to receive the courses appropriate to your research activities.

This question is required. Choose all that apply.

- ☐ I am a student or postdoc and need to complete an online course in Responsible Conduct in Research (RCR).
- ☐ I am Faculty or Research Staff and need to complete an online course in Research Integrity.
- ☐ I need to complete online courses in Conflict of Interest (COI).
- ☐ I am conducting, planning to conduct or am otherwise involved in research with human subjects or collection and analysis of tissues, specimens, data or personal information from humans.
- ☐ I am a member of the IRB, the IRB Chair, or the IO.
- ☐ I am conducting, planning to conduct or am otherwise involved in studies with laboratory animals.
- ☐ I am a member of the IACUC.
- ☐ I will be using controlled substances in my research, and I need to complete training.
- ☐ I am a Researcher who must complete a course in Research Security.
- ☒ I have NASA funding or work on a NASA funded project.

- This will take you back to your CITI dashboard where you will see the course listed under “Courses Ready to Begin.” Click on “Start Now” to begin the course.

Show Courses for:  [Institution List](#)

California Institute of Technology

Active Courses [Learner Tools](#)

You have no active courses for this Institution.

Courses Ready to Begin [Learner Tools](#)

California Institute of Technology

The Wolf Amendment

Stage 1 - Basic

0 / 1 modules completed

[Start Now](#)

- Please read the Assurance Statement and ensure the “agree” box is selected before clicking “submit.”

Assurance Statement

The Wolf Amendment - Basic

CITI Program’s [Terms of Service](#) and [Privacy and Cookie Policy](#) include the following provisions for learners. Please read them carefully.

Account Security: I will keep my username and password secure, and I will not share them or allow anyone else to access my account. I will contact [CITI Program Support](#) if I believe my account has been compromised.

Work Integrity: I will complete all required quizzes and any other assessments using only my own work. I will not engage in any activities that would dishonestly improve my results, or improve or hurt the results of other learners.

Quiz Sharing: I will not share CITI Program quiz questions or answers on any website, via email, photocopying, or by any other means.

Recordkeeping: I understand that CITI Program keeps account activity logs, including computer IP address, time spent in each content area, number of quiz attempts, and quiz scores. Indications of inappropriate use will be investigated, and may be reported to organizations with which I am affiliated.



I AGREE to the above, the [Terms of Service](#), and the [Privacy and Cookie Policy](#), in order to access CITI Program materials.

Cancel

Submit

7. Please click “Start” to start the module.

The Wolf Amendment

California Institute of Technology

INSTRUCTIONS

- Complete the required module
- Achieve an average score of at least 100% on all quizzes associated with this course's module requirements

PROGRESS

0 / 1
modules
complete

SCORE

0%

You have unfinished required or elective modules remaining.

Required Modules

Complete the required module.

Modules	Completed	Score
The Wolf Amendment (ID 22645)	Incomplete	-

Start



- Click on the play button on the video screen to start the module.

The Wolf Amendment

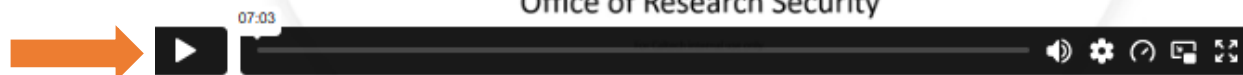
California Institute of Technology - The Wolf Amendment

California Institute of Technology is solely responsible for the accuracy and appropriateness of the material, the compliance with applicable legal requirements such as copyright, and the maintenance of this custom module. This module is included in your course at the request of this organization. Questions or concerns regarding this material should be directed to **California Institute of Technology**.

Caltech

The Wolf Amendment and NASA Funded Awards

Office of Research Security

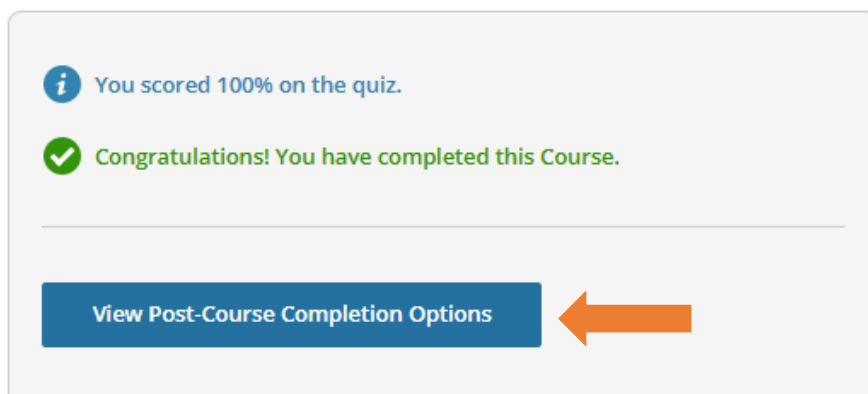


- Once you complete the module, please click on the “Take the Quiz” button on the bottom of the page to take the quiz. You will need to complete the quiz in order to “complete” the overall training course.

i This module has a quiz.

[Return to Gradebook](#)[Take the Quiz](#)

10. Once you have completed the quiz, you may click on “View Post-Course Completion Options” to view your completion record and obtain your completion certificate.



11. From this page, you can click on “Access your Completion Records.”

Post-Course Completion Options

California Institute of Technology - The Wolf Amendment - Basic

✓ Congratulations! You have completed the “The Wolf Amendment - Basic” course.



[Access your Completion Records](#)

View, Print, or Share via link your Completion Certificate or Completion Report for this course.



[Independent Learner Courses](#)

Purchase additional training. New offerings include Clinical Research Coordinator (CRC), Disaster Planning for the Research Enterprise (DPRE), Good Laboratory Practice (GLP), and more.



[Post-Course Evaluation](#)

Fill out a voluntary post-course evaluation.



[Return to Courses](#)

Review your completed modules and continuing education (CE/CEU) credit eligibility (if applicable).

12. If you would like a copy of your completion certificate, please click on “View/Print” under Completion Certificate.

Completion Report

Completion Reports are transcripts of your course work, and include all quiz scores. Part 1 shows scores “frozen” at the time you completed and passed the course. Part 2 reflects scores for any subsequent quiz attempts.

[View / Print](#)

[Copy Link](#) 



Completion Certificate

Completion Certificates are “diplomas” that reflect course completion, but do not include quiz scores. Certificates are suitable for sharing with persons who do not need to see your quiz results, or posting online.

[View / Print](#)

[Copy Link](#) 