

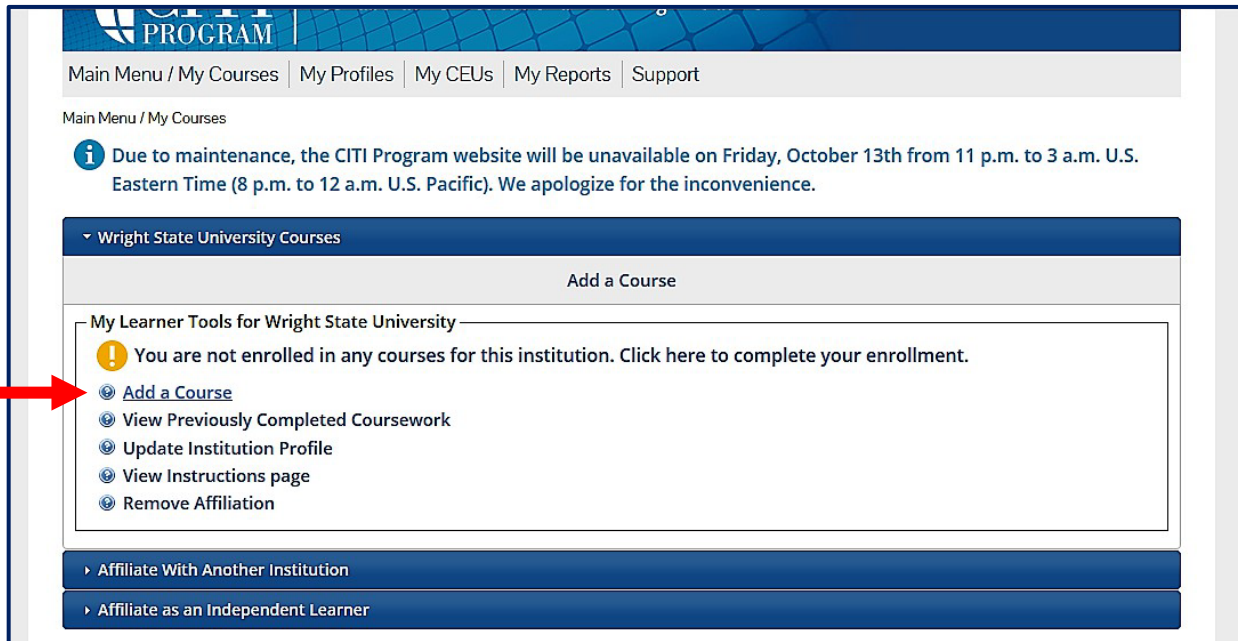
CITI Export Control Instruction

Register at <https://about.citiprogram.org/en/homepage/>

1) While registering for the Citi Program be sure to affiliate with **Wright State University**.

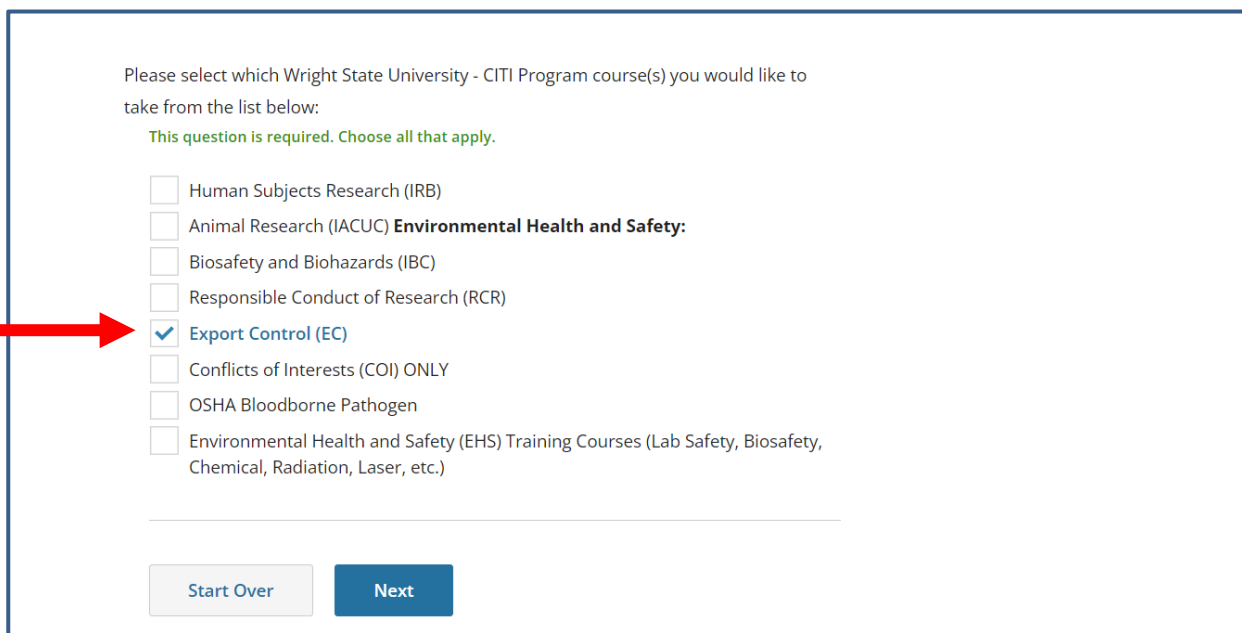
2) Select **Main Menu / My Course**

A) Select **Add a Course**



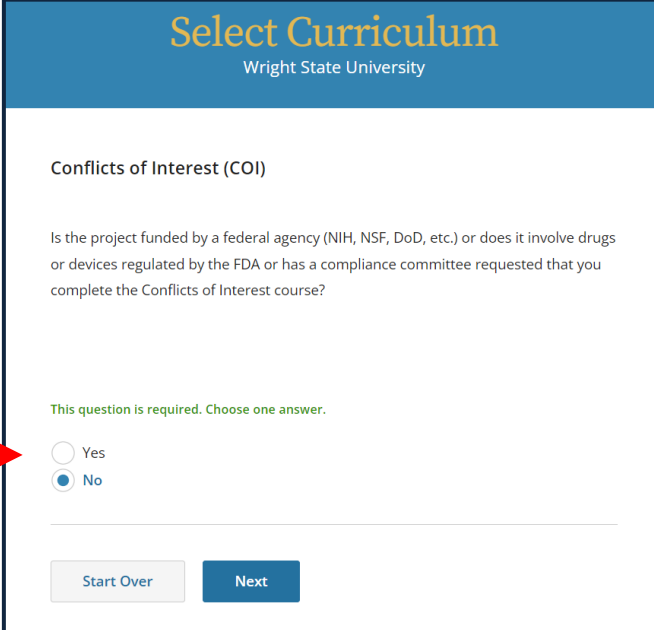
The screenshot shows the CITI Program website interface. At the top, there is a navigation bar with links: Main Menu / My Courses, My Profiles, My CEUs, My Reports, and Support. Below this, a message states: "Due to maintenance, the CITI Program website will be unavailable on Friday, October 13th from 11 p.m. to 3 a.m. U.S. Eastern Time (8 p.m. to 12 a.m. U.S. Pacific). We apologize for the inconvenience." The main content area is titled "Wright State University Courses" and contains a section "Add a Course". Below this, a box titled "My Learner Tools for Wright State University" contains a message: "You are not enrolled in any courses for this institution. Click here to complete your enrollment." A red arrow points to the "Add a Course" link in this list. Other links in the list include "View Previously Completed Coursework", "Update Institution Profile", "View Instructions page", and "Remove Affiliation". At the bottom, there are two buttons: "Affiliate With Another Institution" and "Affiliate as an Independent Learner".

3) Select Export Control, Click on "Next"



The screenshot shows a form titled "Please select which Wright State University - CITI Program course(s) you would like to take from the list below:". Below this, a message states: "This question is required. Choose all that apply." The list of courses includes: Human Subjects Research (IRB), Animal Research (IACUC) Environmental Health and Safety, Biosafety and Biohazards (IBC), Responsible Conduct of Research (RCR), Export Control (EC), Conflicts of Interests (COI) ONLY, OSHA Bloodborne Pathogen, and Environmental Health and Safety (EHS) Training Courses (Lab Safety, Biosafety, Chemical, Radiation, Laser, etc.). A red arrow points to the "Export Control (EC)" checkbox, which is checked. At the bottom, there are two buttons: "Start Over" and "Next".

- 4) Indicate if Conflicts of Interest Training or Certification is required (the course will be added if you select “Yes”)



The screenshot shows a web form titled "Select Curriculum" for Wright State University. The section is "Conflicts of Interest (COI)". The question asks: "Is the project funded by a federal agency (NIH, NSF, DoD, etc.) or does it involve drugs or devices regulated by the FDA or has a compliance committee requested that you complete the Conflicts of Interest course?". Below the question, it says "This question is required. Choose one answer." There are two radio button options: "Yes" and "No". A red arrow points to the "No" option, which is selected. At the bottom, there are two buttons: "Start Over" and "Next".

Select Curriculum
Wright State University

Conflicts of Interest (COI)

Is the project funded by a federal agency (NIH, NSF, DoD, etc.) or does it involve drugs or devices regulated by the FDA or has a compliance committee requested that you complete the Conflicts of Interest course?

This question is required. Choose one answer.

☐ Yes

☒ No

Start Over Next

- 5) Your courses will be listed as required or optional modules. Complete the required modules and any others that have been assigned by Wright State administration or your supervisor. You may complete any other modules that you believe are pertinent to your research and activities.

All modules (2024) are listed on the next page.

Required Modules

Modules	Completed	Score
Introduction to Export Compliance (ID 16800)		Review

Optional Modules

Modules	Completed	Score
Export Compliance and Distance Education (ID 16811)	Optional	- Start
Export Compliance When Using Technology in Research (ID 16804)	Optional	- Start
Export Compliance for Researchers (ID 16801)	Optional	- Start
Export Compliance for Researchers: Part II (ID 16802)	Optional	- Start
Export Compliance for Research Administrators (ID 16803)	Optional	- Start
Export Compliance and Biosafety (ID 16805)	Optional	- Start
Export Compliance for Operational Departments (ID 16806)	Optional	- Start
Export Compliance for International Shipping (ID 16807)	Optional	- Start
Export Compliance and Purchasing (ID 16808)	Optional	- Start
Export Compliance and International and Foreign Waters (ID 16809)	Optional	- Start
Export Compliance and Collaborations (ID 16810)	Optional	- Start
Export Compliance and United States Sanctions Programs (ID 16812)	Optional	- Start