UNIVERSITY of MARYLAND BALTIMORE
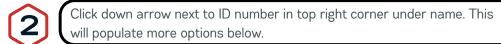
To streamline the protocol review process, the HRPO requests that the research community link their CITI training records to CICERO. This can be accomplished by completing the following steps:
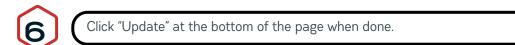
How to Change Your Email in CITI

1 Log in by inputting username and password at https://www.citiprogram.org/index.cfm?pageID=14&message=64

2 Click down arrow next to ID number in top right corner under name. This will populate more options below.

3 Click "Profiles". This will open up a new page.

4 Under "Member Profile" click "Edit Profile". This will open up a new page.

5 Revise profile to change email address.

6 Click "Update" at the bottom of the page when done.

How to Add Your Affiliation in CITI

1 Log in by inputting username and password at https://www.citiprogram.org/index.cfm?pageID=14&message=64

2 Click down arrow next to ID number in top right corner under name. This will populate more options below.

3 Click "Profiles". This will open up a new page.

4 Under "Institutional Profiles" click "Add An Affiliation". This will open up a new page.

5 Under "Affiliate with an Institution" find organization by typing in the box.