

## ORI CITI Training Email Update SOP

Step 1: Log into CITI by visiting citiprogram.org

## Step 2: Select My Courses from the upper right corner

PROGRAM Courses Organizations- Individuals- About	Q Support FAQs: Contact Us My Counters My Care (c)
What CITI Program is Reading - January 18, 2022	
The Trusted Standard in Research, Ethics, and Compliance Training	
The Collaborative Institutional Training Initiative (CITI Program) is dedicated to serving the training needs of colleges and universities, healthcare institutions, technology and research organizations, and governmental agencies, as they foster integrity and professional advancement of their learners. Demo a Course Remetits for Organizations	d by the Top-25 Best National
My Courses My Records My CE/CMEs Support Add	English • min Q Carolyn Reneski 10 4839483 • Profiles Preferences
Welcome, Carolyn Add institutional Affiliation Register as Independent Learner	Purchases Log Out 20 7 Courses Years of Completed Membership
Institutional Courses	with one or

Step 4: If the Preferred email is <u>NOT</u> your Drexel email address, click Edit Profile



Your member profile for the CITI Program includes additional fields and preferences not shown here. For more information, please <u>view or edit</u> your member profile.

Member ID	4838483	Edit Profile	
Username	CReneski		
Password			
First Name	Carolyn		
Last Name	Reneski		
Preferred Email	reneskich@gmail.com		
Secondary Email	chr43@drexel.edu		

Step 5: Update your preferred email address to your Drexel email. You may enter any address as the secondary email address. Click **Update** 

chr43@drexel.e	du
Please verify you	r preferred email address *
chr43@drexel.e	du
Your secondary e	email address
Reneskich@gma	ail.com
Please verify you Reneskich@gma	r secondary email address ail.com
Country of Reside	ence
United States	

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## Profiles

Success: Your information has been saved.

## **Member Profile**

Your member profile for the CITI Program includes additional fields and preferences not shown here. For more information, please <u>view or edit</u> your member profile.

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Member ID	4838483	Edit P
Username	CReneski	Earch
Password		
First Name	Carolyn	
Last Name	Reneski	
Preferred Email	chr43@drexel.edu	
Secondary Email	Reneskich@gmail.com	