Frequent Ask Questions

1. I did not pass Bio Sci 194S course, can I repeat the course? What happened to the training tutorials that I had completed?

   Students can repeat Bio Sci 194S if they earned a grade of NP (No Pass) previously. Students can enroll when the bio repeat restriction is lifted during the enrollment period. No need to re-do CITI. Must submit the screenshot of the Main Menu Page to the DropBox in EEE. Must redo Bio Safety Quiz, Chemical Safety Quiz, Human Subject Research Regulations Quiz on EEE. All 7 UCLC tutorials assignment status must be either “Acquired” or “Attended”.

2. On CITI tutorial, do I need to type in the supervisor’s email?

   No need to type in the supervisor’s email address on CITI. Only follow the instructions that are listed on the EEE class web site.

3. I have trouble logging on CITI web site.

   Inquiries about the CITI Program should be directed to the CITI Office at the University of Miami.

   For general issues regarding the software it is efficient to first check the CITI Knowledge Base, http://citiprogram.supportcenterpro.com/knowledgebase/

   Specific user issues can be resolved by the Helpdesk Chat Line, http://citiprogram.supportcenterpro.com/liveagent/chat/ or by phone at 305.243.7970.

   Other less urgent issues, can be handled by email citisupport@med.miami.edu.

4. Is CITI web site on Eastern time?

   CITI was founded as a collaboration between the University of Miami and the Fred Hutchinson Cancer Research Center, therefore, yes, it is on Eastern Time. Complete the training by the Pacific Time is acceptable.

5. How can I make sure the CITI tutorial is completed?

   On the Main Menu page, the status for “BIOSCI 194S LAB ANIMAL TRAINING, Stage 1” should say “Passed – month/day/year”. You need to submit the
screenshot of the Main Menu Page, with your name showing on the top left corner, to the DropBox on EEE.

Okay, if the screenshot files are in png, htm, docx, doc, jpg, or jpeg.

Cannot open the screenshot file, if the files are rtf, or .webarchive.

6. On CITI, do I need to complete the course survey?
   
   No, you do not need to complete the voluntary course survey.

7. Will the quizzes be covering the tutorials on UC Learning Center and CITI?
   
   No, the bio safety, chemical safety, human subject research regulations quiz materials will be podcasted. Links to the podcasts will be posted on EEE MessageBoard. All three quizzes will be posted on EEE and will be closed according to the dates on the course syllabus.

8. Where can I find the podcast links?
   
   The podcast links for bio safety, chemical safety, and human subject research regulation will be posted on EEE MessageBoard.

9. I cannot open the podcast links.
   
   All podcast links are in mp4 format, which should be viewable on Macs and PCs. I use QuickTime Player to view the podcasts on my computer.

10. Where can I find the quizzes?
    
    Go to EEE, click on TOOLBOX, and choose Quiz.

11. How many times can I take the 3 quizzes on biosafety, chemical safety, and human subject research regulation?
    
    You can take these 3 quizzes as many times as you wish before they close. The passing rate is 80% or higher on each quiz. The highest score will be counted towards your final grades. The deadlines for completing the quizzes are listed on the course syllabus. The quizzes will be closed after the deadlines. Please plan ahead. NO exception (ie. computer problems, web servers crash, sick, forgot, homework or test from other classes, dinner commitments, car problems, ..., etc).
12. Are the points taken away because I picked the wrong answers on the quizzes?

No, the points are not taken away because of the wrong answers. However, many questions are ALL or NOTHING. If that’s the case, you must choose ALL correct answers to earn the points for that question. Some questions have partial credits.

13. Who should complete the “Student & Affiliate Access Request Form” on UC Learning Center web site? When do I need to complete this form?

If you are not a current UCI employee, you MUST submit the “Student & Affiliate Access Request Form” by the deadline listed on the “Instructions on UC Learning Center”.

14. If I am currently seeking a job here at UCI, do I still have to complete the “Student & Affiliate Access Request Form”?

As long as you are not an employee yet, please fill out this request form so that you would have access to the Bio 194S tutorials on UC Learning Center.

15. How can I make sure that I am in the UC Learning Center system?

Go to http://uclc.uci.edu/

Click on “LOGIN”

If you are not in the system, it will prompt that you do not have access.

If you can log in, you are in the system...

16. I completed the “Student & Affiliate Access Request Form” but I still don’t see the tutorials when I clicked on “Required Training”.

The UCLC tutorials will be available on the date listed on the “Instructions on UC Learning Center”. Please DO NOT go to “Search” to look for the tutorials – this would create duplicate tutorials for you to complete and mess up the status results.

17. How can I make sure that the training modules on UC Learning Center have been completed?

On UC Learning Center, click on REQUIRED ACTIVITIES, make sure the Assignment Status (right column) of all tutorials are “Acquired” or “Attended”. If the status of the tutorial is “Acquired” or “Attended”, it means that you have completed that training tutorial.
18. On Bloodborne Pathogens training, do I need to submit Hepatitis B Vaccination Decision Form to UCI Environmental Health & Safety?

Don't need to submit the Hepatitis B declaration form. If the Status of Bloodborne Pathogens shows "Acquired", it means you have completed this training.

19. On Radiation Safety Part I, do I need to submit the forms to UCI Environmental Health & Safety?

You do not need to submit the forms for this class.

If the Status of Radiation Safety Part I shows "Acquired", it means you have completed this training.

20. I have trouble completing the last module in UCI Responsible Conduct of Research.

Students with Mac seemed to have trouble completing the last page on UCI RCR Compliance training. Please try this tutorial one more time on a PC. Make sure the pop up blocker is turned OFF. Please slowly go through each page and answer EACH question. If a question is skipped, it would not show "Complete". At the end of the tutorial, click the "X" button, this message (see attached screen shot) would pop up. Click “OK”. The UCLC takes a very long time to load. Please allow enough time for each page to load especially the last module. You need to stay on the module for a certain amount of time in order for it to count as "complete". This prevents people from just clicking past the pages and answering the questions without reading the text. Leave the last module on for about 10 minutes longer before submitting it.

UCLC administrator has records on how long it took students to complete the tutorials. This RCR training tutorial is NOT a 3 minutes speedy click-through.

21. Whom should I contact to troubleshoot UCLC tutorials?

Please call Manjeet Randhawa, who is the e-Learning Coordinator for UC Learning Center, at (949) 824-8805. He will help you to solve the problems.

22. Is there a final exam for this course?  WebSOC & WebREG indicate time/date for the finals.

NO final exam for this course.

23. When will the grades be posted on EEE?
The grades will be posted on Week 10 in fall, winter, and spring quarter. For Summer Sessions, they will be posted on Friday of Week 5.