

How do I add my WSU Access ID to the CITI Program so that eProtocol can access my online training records?

Login into www.citiprogram.org and click "My Profiles"

The screenshot shows the CITI Program website interface. At the top, there is a navigation bar with the CITI PROGRAM logo and the text "Collaborative Institutional Training Initiative at the University of Miami". Below this is a search bar and a "Log Out | Help" link. The main menu includes "Main Menu", "My Profiles", "My CEUs", "My Reports", "Support", and "Admin". The "My Profiles" link is circled in red, with an arrow pointing to it. Below the main menu, there is a section for "Wayne State University-Detroit, MI Courses". The "CITI Program Profile" section is expanded, showing various user information fields such as "First Name", "Last Name", "Username", "Password", "Preferred Email", "Secondary Email", "Show CE credit information", "Gender", "Ethnicity", "Race", "Member ID", "Member Since", and "Last Profile Update". At the bottom of this section, there is a link for "Wayne State University-Detroit, MI Profile", which is circled in red. An arrow points from a text box to this link.

Click on "Wayne State University-Detroit, MI Profile"

The screenshot shows the "Wayne State University-Detroit, MI Profile" form. The form is titled "Please provide the following information requested by Wayne State University-Detroit, MI". It contains several fields, including "Language Preference" (set to English), "Institutional email address", "Gender" (set to Male), and "Highest degree" (set to MBA). The "Employee Number" field is circled in red, with an arrow pointing to it from a text box. The form also includes a note: "* Indicates a required field." and a "Log Out | Help" link at the top right.

Update the field "Employee Number" with your WSU Access ID (e.g. ab123). Scroll to the bottom and click "Update Profile".