MyPath Self-Enrollment Instructions:  
Orientation to Conducting Human Subject Research

The Orientation to Conducting Human Subject Research course can be found using one of the options below:

**Option A – Search Box**
1. In the search box on the upper right of the screen, type in “Human Subject Research”.

![Search Box Image]

2. Select the “Orientation to Conducting Human Subject Research” course. This will take you to a “Training Details” page that provides a course overview.
3. Click “Request” to register for the course. Once selected, MyPath will automatically navigate to your Learning Transcript page.

![Training Details Image]

4. To begin the course, click “Open Curriculum Player”. Follow the instructions in the course. Additional information on navigating within the course is provided below (beginning on Page 2).

![Open Curriculum Player Image]

**Option B – Deep Link to Program**
1. Click the following link (you will automatically be prompted to log into MyPath if you have not done so already):
   Orientation to Conducting Human Subject Research
2. Once logged into MyPath, the course details will launch automatically. Follow the instructions from Step 3 above.
Navigating in MyPath: Orientation to Conducting Human Subject Research

The information below is provided to assist learners in navigating through the Orientation to Conducting Human Subject Research course in MyPath. Sections include: Course Homepage, Optional Material, Required Material, and Evaluation.

Course Homepage
The course homepage appears below. The page provides a summary of the course content, course objectives and information on who to contact if you have questions. From the homepage, you can navigate to specific sections within the course using the left-hand navigation menu or by selecting the section at the bottom of the screen.
Optional Material
The “Optional Material” section of the course provides:
- Copies of the slides reviewed during each module’s training video;
- A transcript of the training video; and
- A copy of the Office for Human Subject Protection’s Abbreviation and Acronym List (if you are new to research, it is recommended that you print a copy of the Abbreviation and Acronym List to have on hand as a reference while reviewing each module’s video presentation)

These documents can be opened by clicking the “Launch” button.

Required Material
The required course material is comprised of four modules, each with a training video and corresponding post-test. Modules must be completed in order, as Modules 2-4 will not be accessible until the preceding module has been completed. **Note that post-tests are for practice and self-evaluation only.** While you will be required to complete them, your score will not be taken into account. To complete each module:

1. Select “Launch” to view the training video for Module 1. Note that as training videos will launch in a new browser window, you may need to disable pop-up blocking with your internet browser.
2. Once you’ve reviewed the video in its entirety, MyPath will mark the review item as complete (as indicated by a checkmark). In event this doesn’t happen automatically, you can mark the review item as complete using the blue drop-down menu.

3. As pictured above, select “Launch” to begin the post-test for Module 1. Instructions for completing the test will then be provided. Click “Continue” to begin the post-test. To complete the test, answer the questions based on the content provided in the module video. Note that you may:
   • Mark any questions you are unsure of for follow-up prior to test submission
   • Save your responses and return to complete the post-test at a later time

4. Once you’ve completed the test, select “Summary” at the bottom of the screen. This will provide you a summary of the questions you’ve answered and allow you to re-visit any questions you’ve previously marked for follow-up.

5. When you are ready to submit the test, click “Submit Final Answers”. Test results will then be provided.

Test Review
Any questions that you marked for follow up are noted with a flag. You may go to a section by clicking on the link in the Options column.
6. From the test results page, you can review your responses as well as an explanation of each question by selecting the “Review” link.

7. On the “Review Test Questions” page, response explanations can be viewed by clicking the “Show Details” checkbox. Once you are done reviewing the results, click “Close”.

8. Repeat steps 1-8 for the remaining training modules.

**Evaluation**
Once you’ve completed all four training modules, please complete the training evaluation by selecting “Evaluation” from left-hand navigation menu and then clicking “Launch” on the Evaluation page. Clicking the “Launch” link will open a new browser window, which will provide instructions for completing the evaluation in REDCap. **Once you’ve completed the evaluation, use the blue dropdown menu to mark the evaluation complete.**