

Instructions to access and use Epigeum Online Research Integrity training

1. You will receive an email from the Epigeum system as follows

From: **Epigeum Course System** <technical@epigeum.com>
 Date: Mon, 3 Dec 2018 at 13:17
 Subject: Account Details for Fiona Brennan at Epigeum
 To: <research@dcu.ie>

Hello Fiona Brennan,

You have been registered as a pre-starter at Epigeum. Your account is created and must be activated before you can use it.

To activate the account click on the following link or copy-paste it in your browser:

<https://impact.epigeum.com/prestarter/activate?code=876f30574c25e50ae225a3318e1a34d1>

After activation you may login to <https://impact.epigeum.com/> using the following username and password (which you will have to change to one of your own choosing):

username (please note that your username may slightly differ from your email address) - research@dcu.ie

password - xxxxxxxxxxxxxxxxxxxxxxxxxxxx

Click on the activation link in the email. Note - if you do not receive a mail, check your spam, it will have been sent from technical@epigeum.com or epigeumtechnical@oup.com. Mark as not spam and you can then proceed.

2. If prompted, please confirm that you agree to the terms and conditions and click 'Register now'

The screenshot shows the Epigeum registration page. A modal dialog box is open in the center, titled "Why your input counts". The dialog contains the following text:

Why your input counts
 The courses you are about to take include a number of survey questions on the climate at your institution, your learning experiences and capability self-assessments. Your answers to these surveys will be invaluable in helping your institution assess the effectiveness of its training schemes. Your contribution to this exercise will be greatly appreciated and will form part of a wider initiative to improve the training delivered by your institution, including via Epigeum's online courses.

Completion of these surveys is not compulsory but, if you do choose to answer them, data will be gathered from your responses and passed back to your institution in collated, anonymized form. No data will be released until sufficient data has been gathered to ensure anonymity. This collated, anonymized data will also be aggregated with data from other institutions participating in the same courses and used as benchmark data for institutional comparison purposes.

Your responses to these survey questions do not form any part of the assessment of whether you have met the requirements for successful training.

Please note that some survey questions allow for free-text responses. We do not review, edit or moderate these free-text responses, so do not identify yourself either expressly (for example, by name) or by submitting any comments which would otherwise allow you to be identified by your institution.

Privacy and Terms of Use Policies
 Before completing your registration, please make sure that you have read our [Terms of Use](#) and our [Privacy Policy](#) to find out how we use your data.

Please tick here to confirm that you agree to our [Privacy Policy](#) and [Terms of Use](#) and agree that if you choose to respond to the optional survey questions, your responses will be shared with your institution in anonymized, collated form, and also added to aggregate data from participating institutions, in anonymized form.

Buttons: **Cancel** and **Register now**

The background page shows the registration form with fields for Username, Password, and a CAPTCHA. The CAPTCHA is "I'm not a robot". At the bottom of the page, there is a footer: "Copyright © 2018 Epigeum Ltd | [Privacy Policy](#) | [Cookie Policy](#) | [Terms of Use](#)"

3. If prompted, please fill in the form.

Epigeum Impact Programs

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Before being able to access the site in full, further information is needed to complete your registration

Status

Unit, School or College

Department

Role at University

Gender

Employment/Student Status

Years at University

Highest Degree

Specialism

This list of specialisms is taken from the Higher Education Statistics Agency Joint Academic Coding System (JACS). If you are unsure where your subject fits, please search the JACS codes

Age (optional):

Please submit your responses and then click on the 'Online Course' tab above to access your course.

Submit

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4. If your registration is unsuccessful you should contact the Epigeum helpdesk in the first instance at <https://www.epigeum.com/epigeum-technical-support>. Their IT team will reply directly to you.
5. Once your account is activated, log in and you will be shown the course programmes available via the 'Online Courses' Tab. You need to select from the following two options - **Research Integrity: Concise (IRE Version)** (approx. 45-75 min) and **Research Integrity (INT Version)** (approx. 5 hours).

It is important that you choose the course that is most appropriate for your experience level.

- If you are a PI, or an experienced researcher with prior training, you may complete either course, but only one is necessary. If taking the Concise course, you must at a minimum complete the Core course and the Human Subjects Protections course. You can choose to complete the other optional courses as relevant to your research discipline.
- Early career researchers, research assistants and technicians must complete the full 'Research Integrity (INT Version)' (*Please note that postgraduates also must complete the full course, but this is done through LOOP, not the Epigeum portal*).

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~~Research Integrity: Concise (UK version)~~
Research Integrity: Concise is specifically designed for experienced researchers with some prior training. This online course allows more experienced researchers to quickly and efficiently complete their mandatory research integrity training.
Click here to see course list →

Research Integrity: Concise (IRE version)
Research Integrity: Concise is specifically designed for experienced researchers with some prior training. This online course allows more experienced researchers to quickly and efficiently complete their mandatory research integrity training.
Click here to see course list →

Research Integrity (INT version)
Sorting right from wrong in today's increasingly complex global research world is not a simple task. This internationally developed programme is designed to provide postgraduate, post-doctoral and early career researchers with a better understanding of the obligations and responsibilities today's researchers have, along with practical advice on how to deal with the complex situations in which they may find themselves.
Click here to see course list →

6. You may log on and off as needed until you have completed the course, passed successfully and are ready to download your certificate. Please keep your certificate safely, as this may be requested by funding agencies as proof that you have successfully completed the course.

Password reset:

- If you forget your login, you can reset your password.
- After you request a password reset a link will be sent to your email.
- If you do not find the email regarding your password reset immediately, check your SPAM folder.
- The email will contain instructions to reset your password.
- Any queries should be logged with Epigeum Support at:
<https://www.epigeum.com/epigeum-technical-support>