Responsible Research Practice Training Module

Access Instructions

This document details:

- Where and how to access the training module
- Trouble shooting to disable pop-up blockers
  - For Chrome
  - For Firefox
  - For Internet Explorer
  - For Safari when using a Mac
- Where to find support

Access the Module

1. Go to the University home page and access the staff intranet

2. Click on CareerPath. You may need to log in using your Unikey and password.
3. In the section “Browse for Training” select “Research”

4. Select the “Safetrac – Responsible Research Practice” module

5. Launch the training module
Disable Pop-up Blocker Instructions

For Chrome

If you find this message appearing in Chrome, please follow the steps below:

1. First click on the ‘Control Menu’ button located at the top right hand corner of Chrome

2. Next Click on ‘Settings’

3. Scroll to the bottom of the page and click on ‘Show advanced settings...’

4. Click on ‘Content settings...’ located under ‘Privacy’

5. Scroll down to the ‘Pop-ups’ section and click on ‘Manage exceptions...’
6. Type in 'sydney.csod.com' into the field and click ‘Done’

7. You can now close the settings tab, and launch the Module.

**For Firefox**

When the following warning message appears, leave it displaying and follow the steps below.

1. Click on the ‘Options’ button located at the top right hand corner.

2. Click on the ‘Allow popups for sydney.csod.com’ button
3. Now click OK on the Warning message, the page will refresh and you can launch the module.

For Internet Explorer
If this Warning message appears please follow the instructions.

1. First press ‘Alt’, to bring up the toolbar menu at the top of the page. Click on ‘Tools’, and select ‘Internet Options’
2. Next click on the ‘Privacy’ tab, and select the settings button in the ‘Pop-up Blocker panel’

![Internet Options settings panel]

3. Now type in ‘sydney.csod.com’ into the address window and click ‘Add’. ‘Close’ the settings window and click ‘OK’ to close the ‘Internet Options’ window.

![Pop-up Blocker settings panel]

4. You should now be able to launch the module.
For Safari when using a Mac

1. Go to the settings icon in the upper right corner of the screen.

2. You may untick the “Block Pop-Up Windows” option, however Safari will only allow you to “allow all pop-ups” and will not allow you to select exemptions.

Therefore for security reasons we recommend that you use an alternative browser.

Advice and Support

For further information supporting the online training module please refer to the Research Integrity website.

http://sydney.edu.au/research_support/integrity/index.shtml

Here you can also find further information about our Research Integrity Advisors, the codes, committees and clinical trials governance.

For specific queries or issues, please email Research Integrity, or call +61 2 8627 0200.