How to Access the CITI Courses

**Step 1:** Open a Web browser and go to [http://my.gradsch.wisc.edu/citi](http://my.gradsch.wisc.edu/citi) or follow the "Log in to start the training" link from the "Training for Effort Certifiers" page.

**Step 2:** After arriving at the webpage in Step 1, click the **Log in to CITI** button and log in.

**Step 3:** Go to "Courses" and click on "View Courses" next to University of Wisconsin – Madison
Step 4: Enroll in “The Basics of Effort Reporting” course. Scroll down to “Learner Tools for University of Wisconsin – Madison” and click on “Add a Course”.

Step 4: Select one of “The Basics of Effort Reporting” courses and click submit. The course should now show up in your course list home page.