

UFV TCPS2 CORE Tutorial Set-Up

As of August 01, 2016, **all UFV students** (undergraduate and graduate) who conduct research involving human participants are required to complete the online TCPS2 CORE training certification (<https://tcps2core.ca/welcome>). TCPS2 CORE is an interactive training module focussing on the TCPS2 principles of human research ethics and research ethics review.

Please complete the TCPS2 CORE tutorial if:

- You are a UFV student enrolled in a research course and conducting research with human participants to fulfill the requirements of a course;
- You are a UFV student conducting research with human participants for completion of a research project or honours thesis;
- You are a UFV student working with faculty as a research assistant.

Follow the steps to register with TCPS2 CORE:

1. Click on the link to access the registration portal <https://tcps2core.ca/welcome>
2. Click on the “LOGIN TO CORE” icon on the right side of the page.
3. Click on “Create new account here”
4. Fill out the boxes with your information. **Be sure to include your university, your UFV student e-mail address and student number. This is very important as UFV will need to verify your completion of the tutorial**
5. Once you’ve clicked “register,” an e-mail will be sent to your UFV student address.
6. Click on the link provided in the e-mail to activate your account.
7. Once your account has been activated, login to the CORE homepage with your UFV student e-mail and password
8. Begin the CORE modules by clicking “start” under the “options” heading
9. **If you are enrolled in a research course**, please download, save and submit your certificate to your course instructor.

Note: You will need Flash Player to activate audio and video components of this tutorial.

For frequently asked questions, please visit <https://tcps2core.ca/content/frequently-asked-questions>

If you are experiencing difficulties with receiving your activation e-mail, please contact UFV IT Services. The issue could be due to automatic filtering in place at UFV, sending the e-mail to spam.

If you have any questions or concerns about the new TCPS2 CORE policy, please contact Jennifer MacDonald in the Research Office: research.ethics@ufv.ca or Local 4011. **Please note the Research Office will verify the completion of all CORE certificates prior to issuing research ethics approval.**

For more information about the Tri-Council Policy Statement and Human Research Ethics, please visit <http://ufv.ca/research-ethics/training-resources/>