

The Office of Research, Enterprise Systems, and Training & Organizational Development are pleased to announce a new service that our research community requested: courtesy transcripts of research related trainings.

In short: in mid-December anyone with active research training in our systems will receive an email that (a) lists research trainings and (b) when they expire. This is a courtesy transcript and there is nothing that recipients must do. These courtesy transcripts will be sent in the middle of every December and June starting in December 2017.

Here is a sample of what the email will look like:

To: uf_business_email_address@ufl.edu
From: no-reply@research.ufl.edu
Subject: UF Training – Courtesy Summary of Research Training
Body:

This is a complimentary email digest of your research related training records. Please note any research trainings with upcoming expiration dates and renew your training prior to expiration.

Please visit <http://research.ufl.edu/training.html> for details, FAQs and action links.

Course	Description	Expiration Date	Training System
PRV801	HIPAA & Privacy - Research	4/11/2017	SumTotal
IRB800	IRB01 Mandatory Local Training	8/23/2017	SumTotal
AALAS-03269	Refresher: Working with the IACUC	10/21/2017	AALAS
AALAS-02426	Pain Recognition and Alleviation in Laboratory Animals	12/4/2017	AALAS
DSR810	Financial Conflict of Interest	4/26/2018	SumTotal

This courtesy transcript was developed because many researchers expressed frustration related to renewing their research related training. Issues cited included:

1. Having to complete renewal trainings throughout the year: researchers asked if they could receive a list like this so they could complete all of their renewal trainings at once, rather than having to spread them out through the year as they expire.
2. Expiration notifications: some courses do not send out warnings before they expire. A transcript like this allows investigators to plan in advance if they are so inclined.

If you have any questions, additional information is available at: <http://research.ufl.edu/training.html> or contact Michael Mahoney, the Director of Research Operations and Services, at (352) 294-2744 or mmahoney@ufl.edu.