

Research Administrator's Training Roadmap

Initial Onboarding

These trainings include campus-wide New Employee Orientation, IT Security, Code of Ethics and other job specific trainings to obtain system access.
Recommended Timing:
First 2-4 weeks



Sponsored Project Series

This series of 8 courses offers Sponsored Projects 101 training as well as several advanced courses for those who work in research administration.
Recommended Timing:
Between 1- 6 months



Financial Administration Workshop: Pre-Award Focus

These 4 courses were developed specifically for administrators working on the Pre-Award side of sponsored research and focus on Pre-Award Essentials, Budget Development, InfoEd Routing and RPPRs.
Recommended Timing:
Between 6-12 months



Financial Administration Workshop: Post-Award Focus

These 6 courses were developed specifically for administrators working on the Post-Award side of sponsored research and focus on Post-Award Essentials, Accounting Basics, Financial Reporting, Closeout, Cost Transfers, and Financial Projections.
Recommended Timing:
Between 6-12 months



Continuing Education

OGC offers many other opportunities for focused trainings including 8 Team Talks a year, monthly newsletters, CRA Exam Prep, NCURA groups, and adhoc department requests.
Recommended Timing:
Ongoing

