

Safeguarding your Research



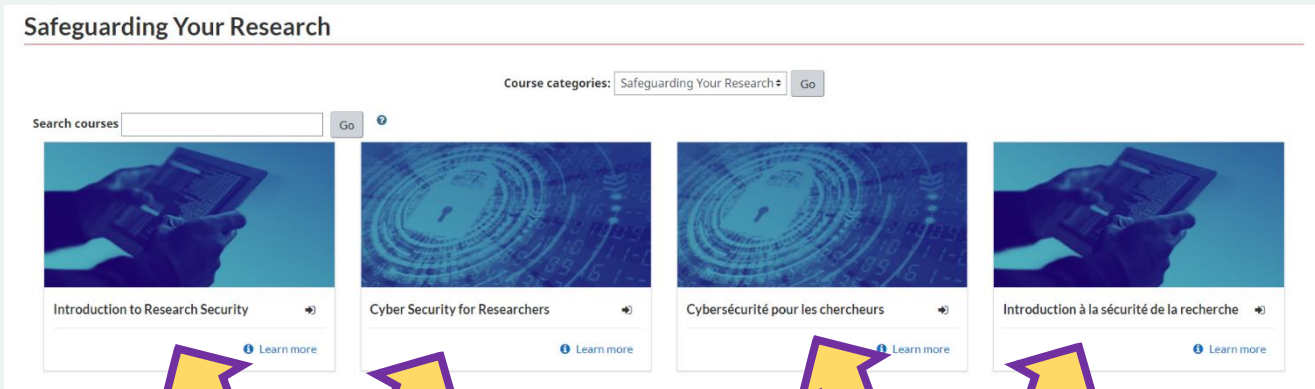
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The 2 courses

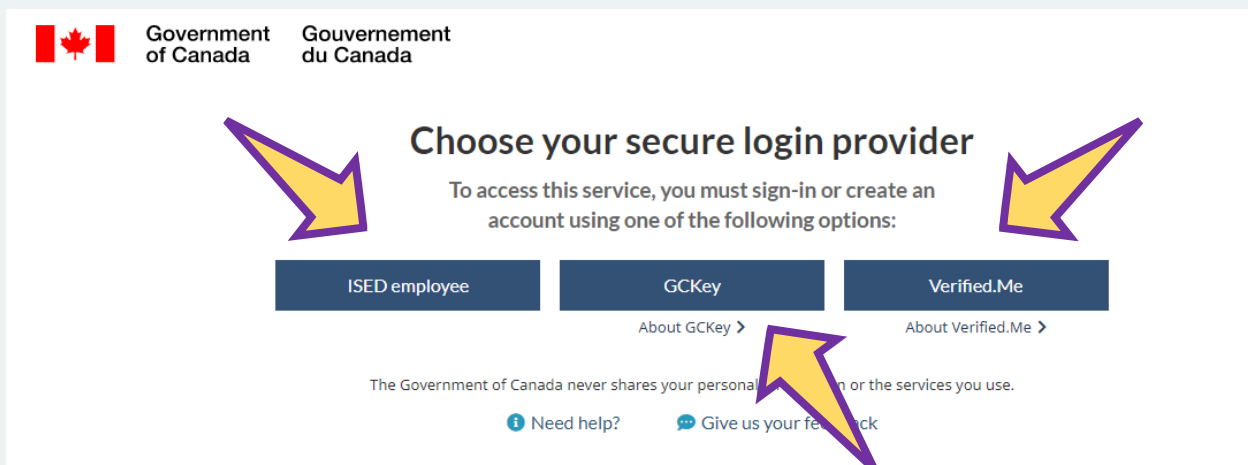
Introduction to Research Security and Cyber Security for Researchers are available in English and French



ENGLISH

FRENCH

Login Options to access the courses



**CLICK ON ANY OF YOUR PREFERRED OPTION.
IN THIS GUIDE, WE WILL PROCEED USING GCKey**

Login via GCKey

Step (1)

Click on “Sign Up”.

If you already have an account, you can simply enter your credentials and Sign in. Skip the steps below and proceed to [“Enroll in the course”](#).

Welcome to GCKey

Sign In

Username: **(required)**

Password: **(required)**

[Forgot your password?](#)

Simple Secure Access

A simple way to securely access Government of Canada online services.

One username.
One password.

Your GCKey can be used to access multiple Government of Canada online [Enabled Services](#).

Please select **Exit** to leave the GCKey service and return to the Government of Canada online service.

Step (2)

- Read the Terms and Conditions of Use
- Click on “I accept” or “I decline” as per your choice

Terms and Conditions | Username | Password | Questions and Answers

Terms and Conditions of Use

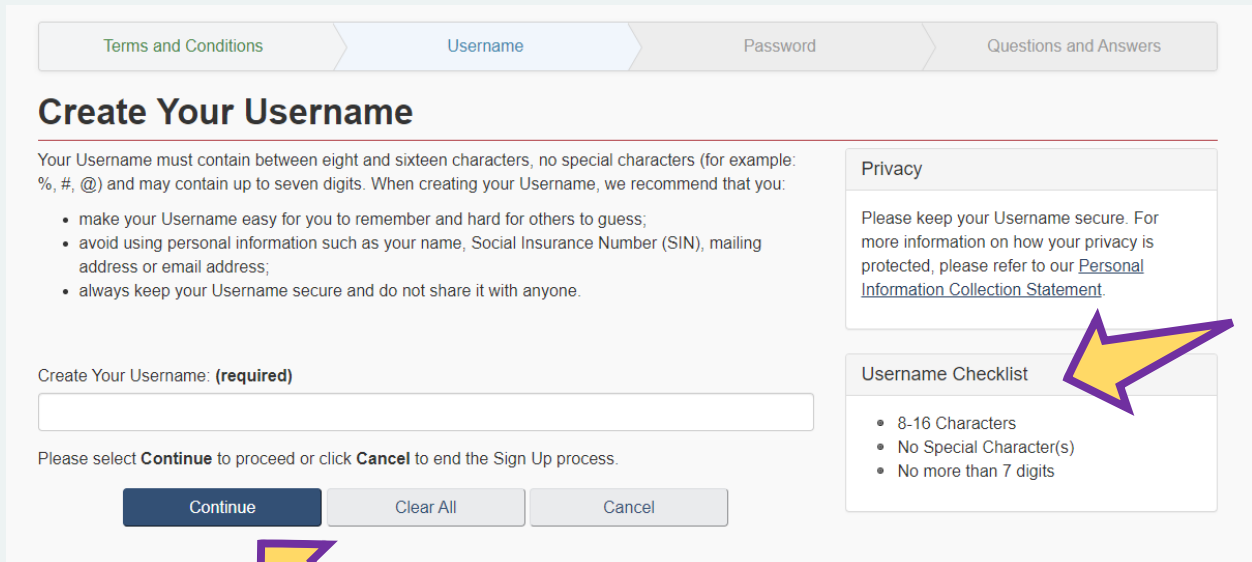
In return for the Government of Canada providing you with a GCKey, you agree to abide by the following Terms and Conditions of Use:

- You understand and accept that you are at all times responsible for your GCKey Username, Password and Recovery Questions, Answers and Hints. If you suspect that others have obtained them, you are responsible for revoking your GCKey and obtaining a new one with a new Username and Password.
- You understand and accept that the Government of Canada can revoke your GCKey for security or administrative reasons.
- You understand and accept that the Government of Canada disclaims all liability (except in cases of gross negligence or willful misconduct) in relation to the use of, delivery of or reliance upon the GCKey service. More details can be found in our [Disclaimers](#).

By selecting the **I accept** button, you are accepting the GCKey Terms and Conditions as stated above. You can choose to not sign up for a GCKey by selecting **I decline** to end this process.

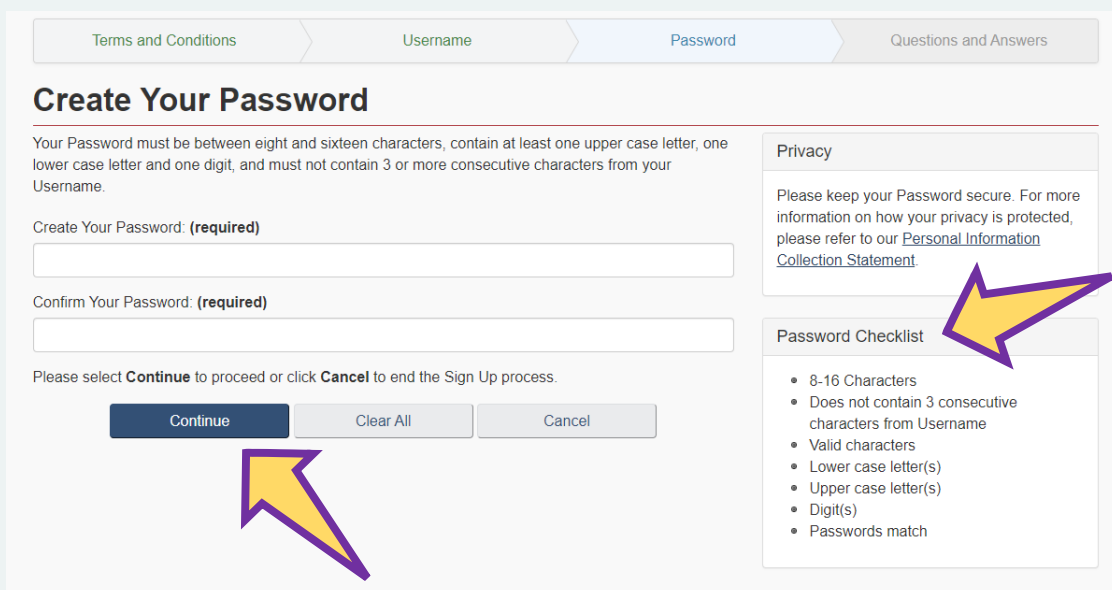
Step (3)

- If you accepted the terms and conditions, you could now create your username by respecting the Username Checklist/guideline:
 - 8-16 Characters
 - No Special Character(s)
 - No more than 7 digits
- Click on “Continue”



Step (4)

- You can now enter your password by respecting the Password Checklist/Guideline
- You must enter the same password twice and then click on “Continue”



**MAKE SURE
YOU MATCH
ALL THE
CRITERIAS!**

Step (5)

- You must now select a Recovery Question, enter its answer
- You must also enter the answer for your Memorable Person and Date with some hints which can help you remember the answer in the future, but the hints are not mandatory
- Remember to follow the Answer guideline
- Click on “Continue”

Terms and Conditions > Username > Password > Questions and Answers

Create Your Recovery Questions, Answers and Hints

Your Recovery Question, Answers and Hints are used to help you if you forget your Password. Please complete all the required fields below to continue the Sign Up process.

Select a Recovery Question: **(required)**

Please select a question...

My Recovery Answer: **(required)**

My Memorable Person: **(required)**

My Memorable Person Hint:

My Memorable Date (YYYY-MM-DD): **(required)**

My Memorable Date Hint:

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.


Continue Clear All Cancel

Privacy

Please keep your Recovery Question, Answers and Hints secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).

1

Your answers must contain at least three characters and contain no special characters (for example: %, #, @). Your hints must contain at least three characters and may contain letters, numbers and the following punctuation characters: apostrophe ('), comma (,), dash (-), period (.) and question mark (?).



MAKE SURE YOU MATCH ALL THE CRITERIAS!

Step (6)

- Nearly done! Click on “Continue”

GCKey Sign Up Complete

You have successfully created your GCKey.


Your Username is: **XXXXXXXXXX**

Please select **Continue** to leave the GCKey service and return to the Government of Canada online service.

Continue

Privacy

Please keep your Username secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).



Step (7)

- Enter the information in the required fields and your Mobile Number if you wish
- Click on “Continue”

These 3 are required to complete your ISED Account!




Complete your ISED Account

Please verify your account to provide more details, update settings and see the services you are registered for.

* First name (required)	<input type="text"/>
* Family name (required)	<input type="text"/>
* Email (required)	<input type="text"/>
Mobile number	<input type="text"/>

[I already have an ISED account, why do I need to enter this information?](#)

Step (8)



Government of Canada / Gouvernement du Canada

[Français](#)

Complete your ISED Account

! Verify your email

An email to verify and complete your My ISED Account was sent to: [\[redacted\]@gmail.com](#)

Please leave this browser session open until your account has been verified.

Haven't received an email? [Resend the email](#)

Already verified the email address in a different browser? [Continue >](#)

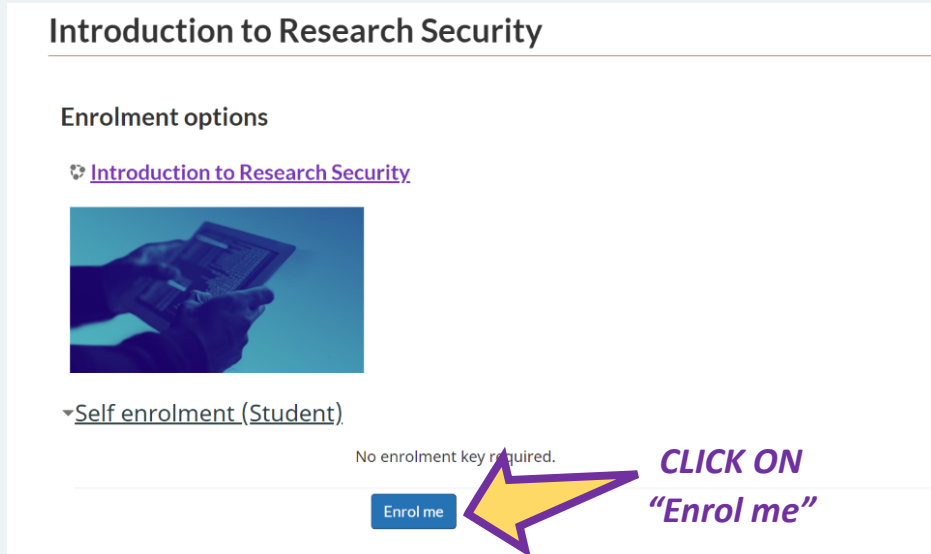
Date modified: 2021-06-08

- Verify your email by clicking on “Create a My ISED Account”
- You may need to check in spam or any other section if you do not see the email directly in your main inbox
- You may need to click on “Resend the email” or “Continue” as suitable
- **ALL SET NOW!**

Enroll in the course

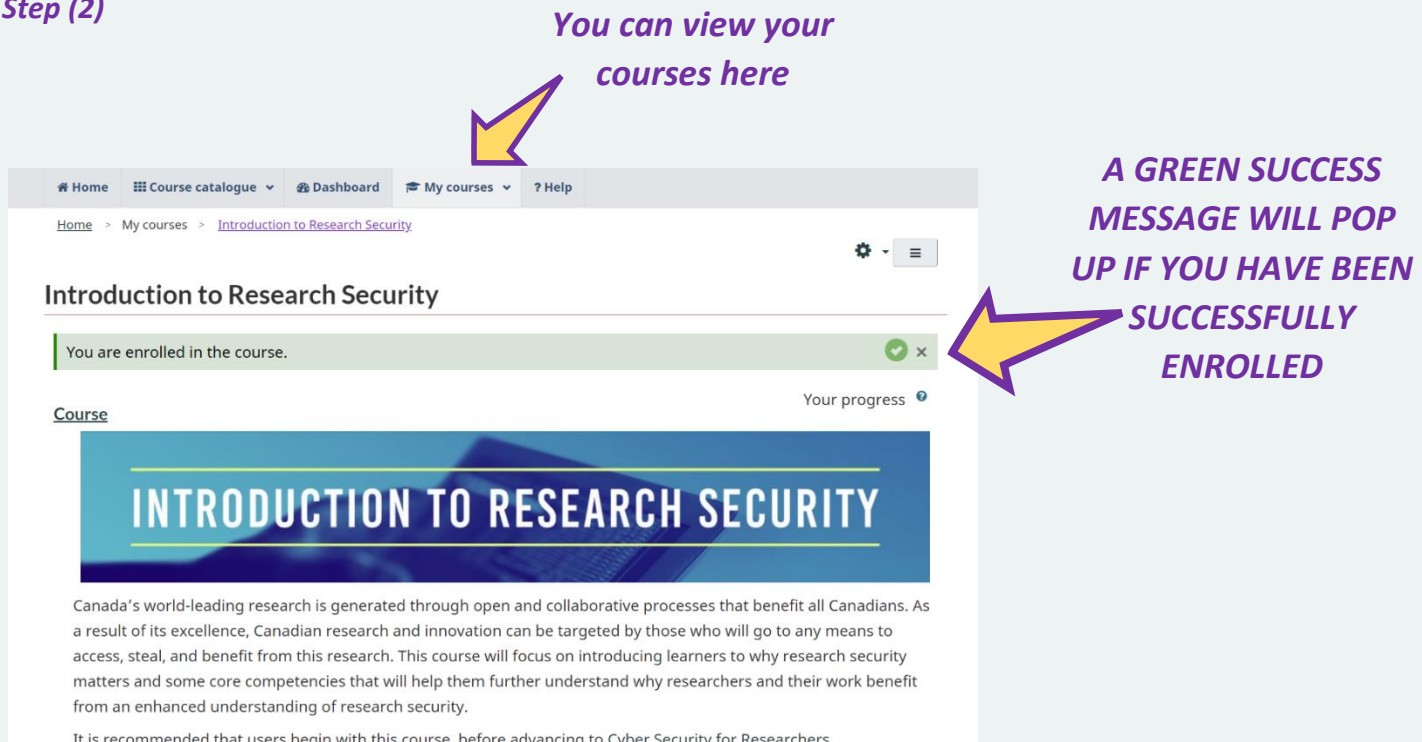
It has been recommended to complete the course **“Introduction to Research Security”** first and then proceed with **“Cyber Security for Researchers”**.

Step (1)



The screenshot shows the course page for "Introduction to Research Security". Under "Enrolment options", there is a link for "Introduction to Research Security" with a lock icon. Below this is a blue-tinted image of hands holding a tablet. Under the heading "Self enrolment (Student)", it states "No enrolment key required." and features a blue "Enrol me" button. A yellow arrow points to the button with the text "CLICK ON 'Enrol me'".

Step (2)

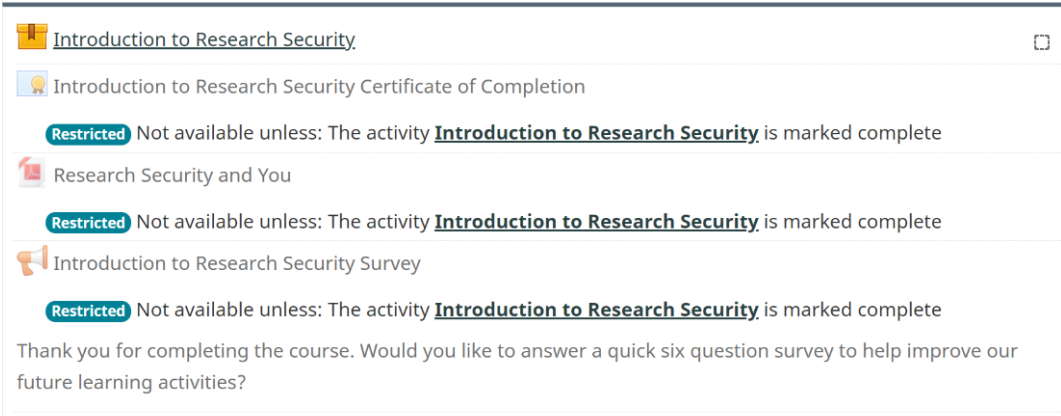


The screenshot shows the course page after enrollment. A green success message at the top reads "You are enrolled in the course." with a green checkmark and a close button. A yellow arrow points to this message with the text "A GREEN SUCCESS MESSAGE WILL POP UP IF YOU HAVE BEEN SUCCESSFULLY ENROLLED". Below the message, the course title "Introduction to Research Security" is displayed. A large blue banner with the text "INTRODUCTION TO RESEARCH SECURITY" is shown. Below the banner, there is introductory text about the course and a note: "It is recommended that users begin with this course, before advancing to Cyber Security for Researchers." A yellow arrow points to the top navigation bar with the text "You can view your courses here".

Step (3)

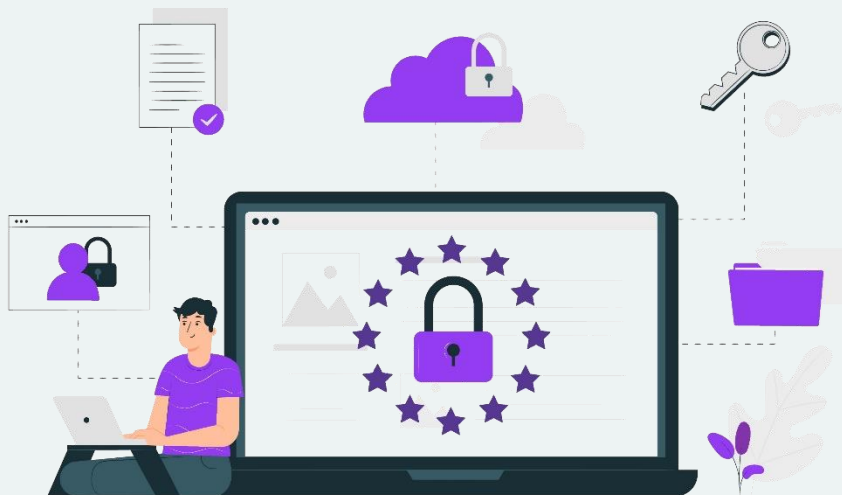
You can complete the course! And do the same for the Cyber Security for Researchers once Introduction to Research Security is done.

It is recommended that users begin with this course, before advancing to Cyber Security for Researchers. While a certificate is offered within the course, the official certificate of completion is on this page.



The screenshot shows a course completion interface. At the top, there is a yellow folder icon and the text "Introduction to Research Security" with a small square icon on the right. Below this is a blue certificate icon and the text "Introduction to Research Security Certificate of Completion". A red "Restricted" label is followed by the text "Not available unless: The activity **Introduction to Research Security** is marked complete". Below that is a red document icon and the text "Research Security and You". Another red "Restricted" label is followed by "Not available unless: The activity **Introduction to Research Security** is marked complete". Below that is a red megaphone icon and the text "Introduction to Research Security Survey". A final red "Restricted" label is followed by "Not available unless: The activity **Introduction to Research Security** is marked complete". At the bottom, there is a thank you message: "Thank you for completing the course. Would you like to answer a quick six question survey to help improve our future learning activities?"

PROTECT YOUR RESEARCH!



"Designed by slidesgo / Freepik"

END