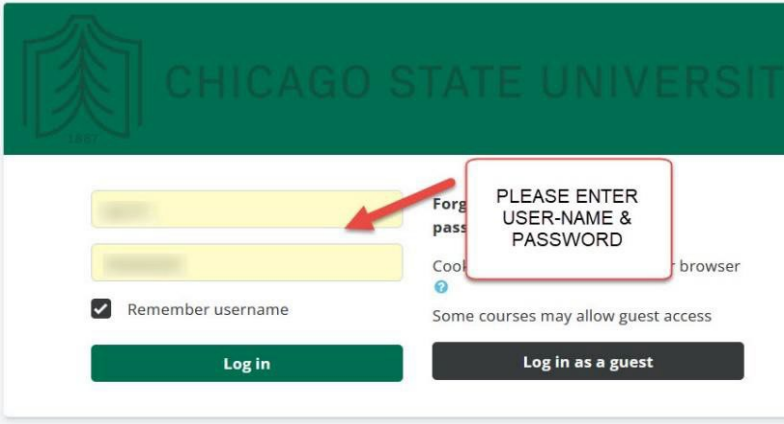

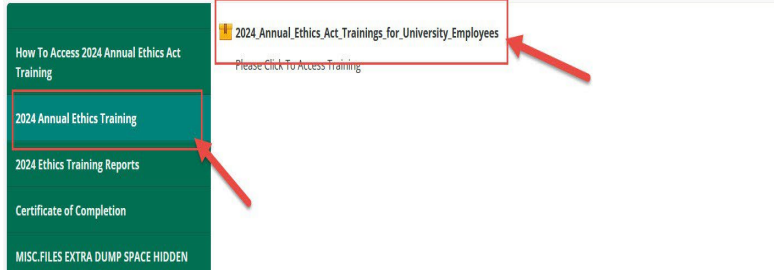

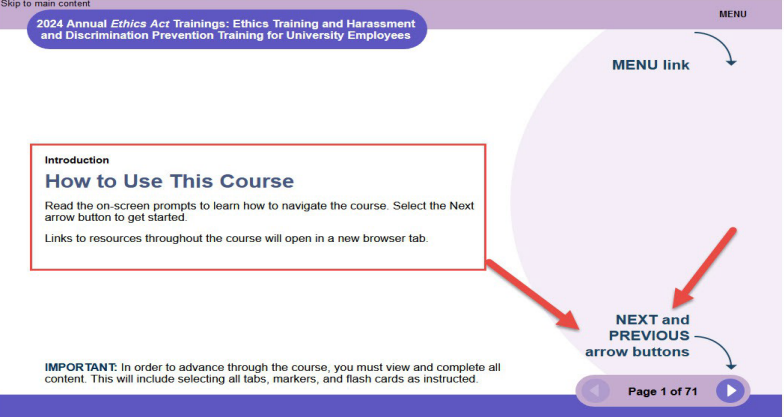


<p style="text-align: center;"><b>Accessing Moodle</b></p> <p>Log into Moodle  <a href="https://csumoodle.remote-learner.net/">https://csumoodle.remote-learner.net/</a></p> <p><b>Username:</b> The portion of your email address before the @ symbol.  <b>Password:</b> The same password that you use to access your CSU email account.</p> <p><b>Not sure? Call the IT Helpdesk:</b>  <b>773-995-3963</b></p>	
<p style="text-align: center;"><b>Accessing Training Program</b></p> <p>Click your <b>Dashboard Screen</b></p> <p>Scroll down to <b>My Dashboard</b> Click on <b>2024 Annual Ethics Act Training for University Employees</b> course link.</p>	
<p>1. On <b>Green Toolbar</b>: Click <b>2024 Ethics Act Training</b></p> <p>2. Click <b>Top Link to Access Module</b>  <b>2024 Annual Ethics Act Training for University Employees</b></p>	
<p>3. Click the <b>Enter</b> button to start</p>	
<p style="text-align: center;"><b>Navigating the Training Program</b></p> <p>Select the <b>&gt;</b> button in the lower right corner to start and advance through the program.</p> <p>Click the <b>Menu</b> button in the top right corner to monitor your progress.</p> <p>Complete the program.</p>	

<p><b>Certifying and Completing the Training</b></p>	
<p><b>IMPORTANT – Training is not complete until the following steps are taken:</b></p> <ol style="list-style-type: none"> <li>1. Click on the circle/radio button to certify completion.</li> <li>2. Next, click the arrow button in the lower right corner to proceed.</li> <li>3. Close the browser.</li> </ol>	<p>2024 Annual Ethics Act Trainings: Ethics Training and Harassment and Discrimination Prevention Training for University Employees</p> <p>Summary</p> <p><b>Certification Language</b></p> <p>Select the box if you agree, then select the Next arrow button to complete the course.</p> <p><input type="radio"/> I certify that I have carefully read and reviewed the content of, and completed, the 2024 Annual Ethics Act Trainings: Ethics Training and Harassment and Discrimination Prevention Training for University Employees. Furthermore, I certify that I understand that my failure to comply with the laws, rules, policies, and procedures referred to within this training course may result in disciplinary action up to and including termination of university employment or appointment, administrative fines, and possible criminal prosecution, depending on the nature of the violation.</p> <p>You must select the Next button to be credited for your course completion.</p> <p><b>CHECK THE EMPTY BOX TO CERTIFY</b></p> <p><b>CLICK ARROW TO CONTINUE</b></p> <p>Page 70 of 71</p>
<p><b>Accessing Certificate of Completion</b></p>	
<ol style="list-style-type: none"> <li>1. Return to Moodle.</li> <li>2. On green, side toolbar: click top link <b>Certificate of Completion</b></li> <li>3. Print certificate.</li> </ol>	<p>How To Access 2024 Annual Ethics Act Training</p> <p>2024 Annual Ethics Training</p> <p>2024 Ethics Training Reports</p> <p>Certificate of Completion</p> <p>Certificate of Completion</p> <p>Reserve not available unless: You achieve a required score in 2024_Annual_Ethics_Act_Trainings_for_University_Employees</p> <p><b>CLICK HERE TO ACCESS CERTIFICATE TO PRINT OR DOWNLOAD</b></p>
<p><b>Get Certificate</b></p> <p>Click the <b>Get your Certificate</b> button to retrieve your 2024 Ethics Act Training Certificate</p>	<p>Summary of previously received certificates</p> <p>Issued</p> <p>Sunday, 3 November 2024, 4:21 PM</p> <p><b>CLICK TO ACCESS CERTIFICATE / VIEW AND PRINT</b></p> <p>Click the button below to open your certificate in a new browser window.</p> <p><b>Get your certificate</b></p>
<p><b>Congratulations!</b></p> <p><b>Please download</b> your certificate for your records.</p> <p><b>Thank you for completing the 2024 Annual Ethics Act Training</b></p>	