

# 2018 ON-LINE ETHICS TRAINING NOTICE

Annual on-line ethics training is **mandatory** for all permanent SIU faculty, staff, graduate assistants, and volunteers.

Start Date: **October 1, 2018**

University Deadline: **October 31, 2018**

Training Website: **<https://mycourses.siu.edu>**

## GENERAL INFORMATION

- Google Chrome is the preferred browser.
- If you begin the training and need to stop and return to it later, you should complete the section you're working on before logging out.
- The final step required to record your training completion is the Statement of Completion. This "I Certify" button is the last slide in the training and found on the slide immediately following the University Policy Links.
- Once you've completed the training, you should receive an email prompting you to print your completion certificate.

## LOGIN INFORMATION

- Your username is the same as your university Network ID. This is a combination of "SIU" and your Dawg Tag number.
- Example: SIU850123456
- Your password will be the same as your university login password.
- The annual ethics training will be listed under "My Courses" and is titled, "Southern Illinois University Ethics Training (2018)."

## HELP DESK INFORMATION

If you have need of assistance with your login information, please call the **IT Help Desk** at **618-453-5155**. If you are able to access D2L but are unable to locate the training materials, please contact **Labor and Employee Relations** at **618-453-2474**.

## CONTACT INFORMATION

If you have questions about an ethics issue or need other assistance in completing this training, please contact your campus Ethics Training Administrator or the University Ethics Office:

### SIUC:

Tracy Bennett  
Labor and Employee Relations  
618-453-2474  
[tracyben@siu.edu](mailto:tracyben@siu.edu)

### SIU System:

Michelle Taylor  
Ethics Office  
618-536-3461  
[ethics1@siu.edu](mailto:ethics1@siu.edu)

For more information, please visit the SIU Ethics website at [www.ethics.siu.edu](http://www.ethics.siu.edu).