

2025 ANNUAL ONLINE ETHICS TRAINING NOTICE

The online **2025 Annual Ethics Training and Harassment and Discrimination Prevention Training** includes both state mandated annual ethics training plus state mandated annual harassment and discrimination training. Training completion is **mandatory** for all SIU faculty, staff, graduate assistants, undergraduate assistants, and volunteers as well as extra help workers and student workers who are enrolled in the training in D2L Brightspace (MyCourses).

Training Opens: October 1, 2025

Training Website: <https://mycourses.siu.edu/d2l/login>

Training Deadline in D2L Brightspace (My Courses): **December 31, 2025, before 11:59 pm**

Training Closes: **December 31, 2025, at 11:59 pm**

(Once training closes, opportunity to complete required annual ethics training and be in compliance for 2025 ends.)

LOGIN INFORMATION

- Click "SIU Account Login", then sign in using your SIU credentials.
- If directed to enter information through the university's Multi-Factor Authentication (MFA) and assistance is needed, please contact the IT Help Desk.
- The online annual Ethics training is listed under "[My Courses](#)", "Training" tab, and is titled, "2025 Annual Ethics Training and Harassment and Discrimination Prevention Training".

GENERAL INFORMATION

- Google Chrome is the preferred browser.
 - Assure the latest version of Google Chrome is being used, and third-party cookies and pop-ups are enabled for the time you are completing the training. Do not use a Private or Incognito browsing window.
- If you begin the training and need to stop and return to it later, you should complete the section you are working on before logging out.
- Be prepared. The training takes approximately 30-45 minutes to complete. Course completion time may be monitored. Failure to demonstrate a sufficient amount of time spent completing the course and/or skipping pages could result in training being deemed as incomplete and will not be recorded in the system as complete.
- The last step required to finalize and finish your training is the statement of completion. You must place a checkmark in the checkbox next to the "I certify" statement and select the Next button on this slide for faculty/staff training, or correctly answer the 1 question quiz and select the "Launch Quiz" button and then the "Start Quiz!" button for student worker/extra help worker training, to wrap up the training. You **MUST** complete this step to receive credit for training completion and for the award certificate to generate.
- Once you have completed all training requirements, you should receive an email prompting you to print your completion certificate. This notice may take at least 15 minutes to appear.
- For those enrolled in the training, not completing the ethics training may result in disciplinary corrective action.

ACCESSIBILITY INFORMATION

The annual online ethics training meets accessibility standards and is compatible with screen reading technology. Should you need the training in an alternate format, please contact the [Office for Access and Accommodations](#) to request an accommodation at 618-453-5738.

HELP DESK INFORMATION

If you need assistance with your login information to access D2L Brightspace (MyCourses), please call the **IT Help Desk** at **618-453-5155**. If you are able to access D2L but unable to locate the training materials, please contact **Labor and Employee Relations** staff at **618-453-6691**.

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:

Lori Foster c/o Labor and Employee Relations
618-453-6691
LER@siu.edu

SIU System:

Michelle Taylor/Ethics Office
618-536-3461
ethics1@siu.edu

For more information, please visit the SIU Ethics website at <https://siusystem.edu/ethics/index.shtml>.