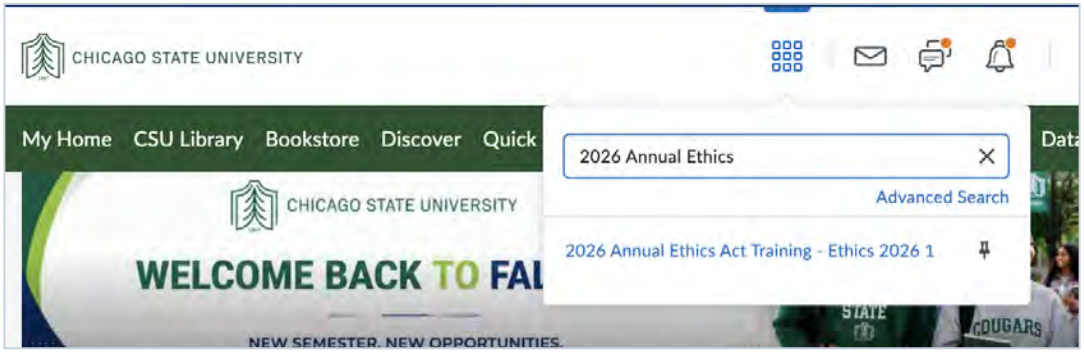
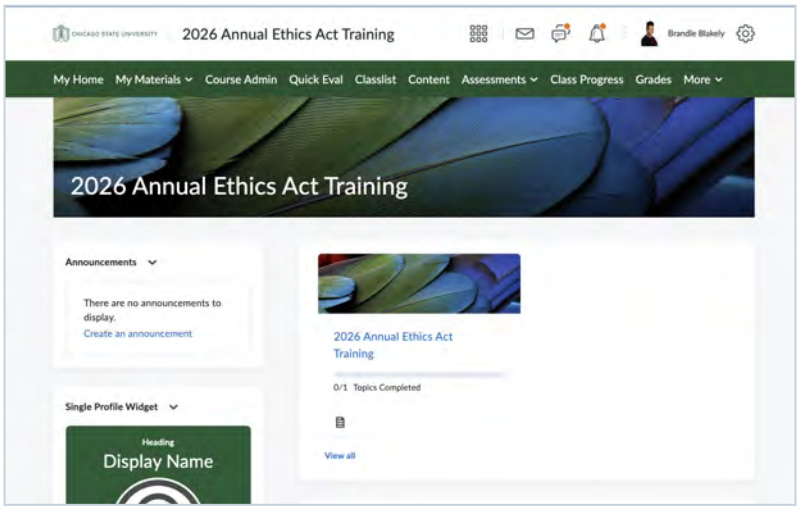
Accessing the 2026 Annual Ethics Act Training in Brightspace

1. Log in to brightspace.csu.edu with your CSU email address and password.

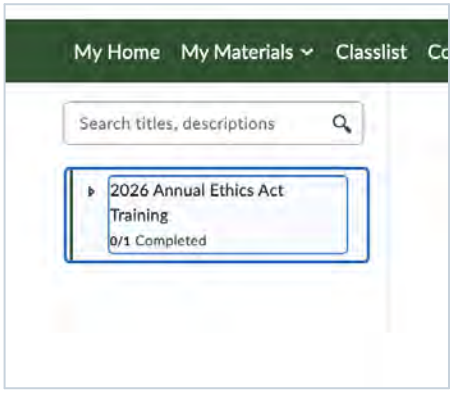
2. Click the **waffle icon** at the top of the page, search **2026 Annual Ethics**, and click **2026 Annual Ethics Act Training**.



3. On the course homepage, click the **2026 Annual Ethics Act Training** module block to open the content area.

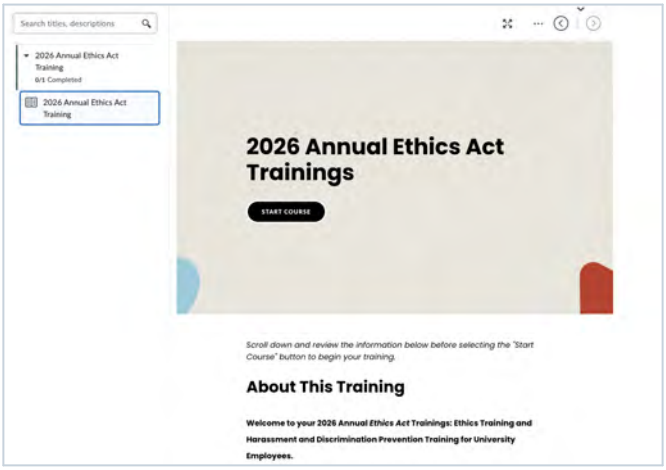


4 In the left panel, click the **2026 Annual Ethics Act Training** unit to expand it.

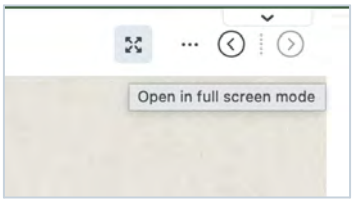




5 Click the **2026 Annual Ethics Act Training** topic underneath the unit. The training opens on the right side of the page.



6 **Optional:** Click the **Open in full screen mode** icon at the top right for a larger view.



7 Scroll down and review **About This Training**, then click **START COURSE**.
If you are in full screen mode, click **Exit Fullscreen** at the top of the page when you want to leave it.



8 Use the **Progress menu** on the left to move through the training. Complete every section listed in the Progress menu.
Questions about the training content? Contact the Ethics Office at **ethics@csu.edu**.

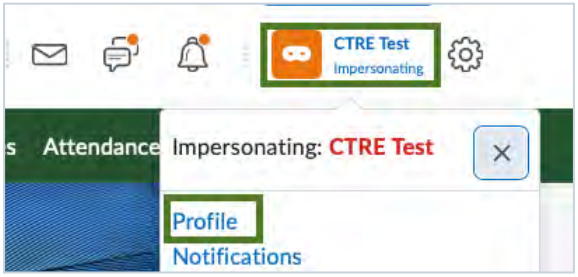


9 Once you complete the training, you will receive an email letting you know you have earned your award.
From: eLearning@elearning.csu.edu
Subject: CSU Brightspace: You've Earned an Award! - 2026 Annual Ethics Act Trainings
The email includes your award details and a **Log in to Brightspace** button. See the next page to access your certificate.

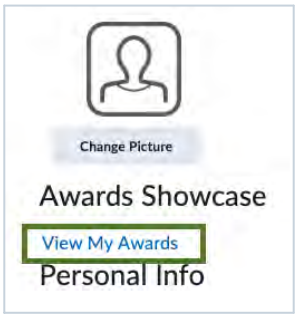
Accessing Your Annual Ethics Training Certificate in Brightspace

1. Log in to brightspace.csu.edu with your university username and password.

2. In the top-right corner of the screen, click your **name**, then click **Profile**.



3. Under **Awards Showcase**, select **View My Awards**.



4. Under **Certificates**, click the title of the **2026 Annual Ethics Act Trainings** award to open the download option.

5. Click **Generate Certificate** to download and save your certificate as a PDF.

> **Tip:** If you do not see the award right away, refresh the page or log out of Brightspace and back in, since there can be a short delay. If you think you have completed the training and still don't see an award listed, contact the eLearning support team at **elearning@csu.edu**.