Board of Regents Ethics Course

What is the Board of Regents Ethics Course?

As described by the HR Website: “In November 2008, the Board of Regents approved the USG Ethics Policy, a unified ethics policy for the entire University System of Georgia. In addition to the online policy, the BOR has designed an online training and certification process to orient all USG employees to the new policy.” In other words, in order to ensure all employees are aware of this new Ethics policy, the Board of Regents has instituted a mandatory course in eLearning Commons. There are a number of components one must watch, then complete an assessment at the end.

There are currently 2 Ethics courses:

- USG Ethics Basic Course

This course is to be completed by all new employees. Each University School, Unit, or Department has a Human Resources officer who is responsible for enrolling employees into the appropriate course.

- USG Ethics Refresher Course

New for 2014, this course is to be completed by all employees who have previously completed either the USG Basic Ethics Course or the USG Refresher Course in a previous year. UGA Human Resources is responsible for employee enrollments in the Ethics Refresher courses.

Who has to take this course?

All UGA employees are required to take the BOR Ethics Course on eLearning Commons. This includes extension office employees and student workers. Those not paid directly by UGA are not required to take it (though this is a fairly rare occurrence, and you should check with your supervisor if you are unsure).

How do I take this course?

All eligible MyID Accounts will be able to access eLC with their MyID and Password.

Recommended browsers for use with eLearning Commons: Mozilla Firefox, Google Chrome.

Not recommended: Internet Explorer V.10 or later.

Log in to eLearning Commons at https://uga.view.usg.edu/ Depending on which course in which you’re enrolled, a course entitled “USG Ethics Basic Course” or “USG Ethics Refresher Course” should appear in your eLC My Courses widget. After you enter the course, there will be step-by-step instructions for you to follow.

Problems or Errors?

Some users have received an error message when they submit the Refresher Quiz.

“Error: Not Authorized”

If you get an error when you submit the Refresher Quiz, click on the GRADES link in the menu and confirm that your score was recorded properly (you should see 100% if your quiz was submitted.) If your Grade for the Refresher Quiz show as 100/100 points, 100%, then you have completed the Refresher Quiz and your score has been recorded.

To complete the training, click on COURSE HOME in the menu, and review the NDAH Policy and take the NDAH Compliance Agreement.

Please report other errors to the EITS Helpdesk.

Frequently Asked Questions
Q: I don't see the Ethics Course in the My Courses widget in eLearning Commons. What should I do?

- Search for "USG Ethics" in the My Courses search box.

Q: I still don't see the Ethics Course. What should I do now?

- Contact your Departmental Human Resources representative to make sure that you're eligible to take the course and that you're properly enrolled.

Q: I don't know who my Departmental Human Resources representative is.

- Follow the link to locate the list of School, Unit, or Departmental Ethics Training Liaisons http://www.hrdocs.uga.edu/ethics_contacts.pdf

- Please see the Ethics FAQ.

External Links

- UGA Ethics Training Information