



## How to Access the Employee Training Center (ETC) for Faculty, Staff, and Volunteers

Please use the instructions below to log into the **Employee Training Center**, launch, and take training.

1. How to Log Into the Employee Training Center (ETC)  
[https://media.screensteps.com/exported/csuf/9266/250595/How\\_to\\_Log\\_In.pdf](https://media.screensteps.com/exported/csuf/9266/250595/How_to_Log_In.pdf)
2. How to see Required or Assigned Trainings  
[https://media.screensteps.com/exported/csuf/9266/239725/How\\_to\\_see\\_Required\\_or\\_Assigned\\_Trainings.pdf](https://media.screensteps.com/exported/csuf/9266/239725/How_to_see_Required_or_Assigned_Trainings.pdf)

NOTE (for online classes):

- Make sure all pop-up blockers are off
  - Click on this link for detailed instructions:  
<http://training.fullerton.edu/documents/SystemRequirements.pdf>
- You must take and successfully pass the quiz or review to complete the class

Please contact **Environmental Health and Safety (EHS)** for any questions regarding training assignments.

- Environmental Health and Safety
  - [EHSTraining@fullerton.edu](mailto:EHSTraining@fullerton.edu)
  - 657-278-7233

For any technical issues, please contact the **Employee Training Center (ETC)**.

- Employee Training Center
  - [employeetrainingcenter@fullerton.edu](mailto:employeetrainingcenter@fullerton.edu)
  - 657-278-2064

Last Updated: 3/2022