



# Office of the Town Clerk

Town of **RI**

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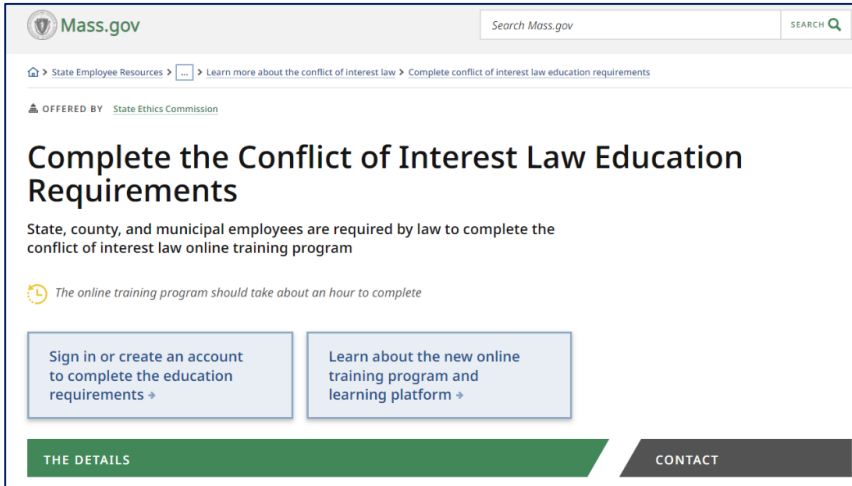
Phone: **RI**

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members take the NEW Ethics Training in 2023 through the new system.

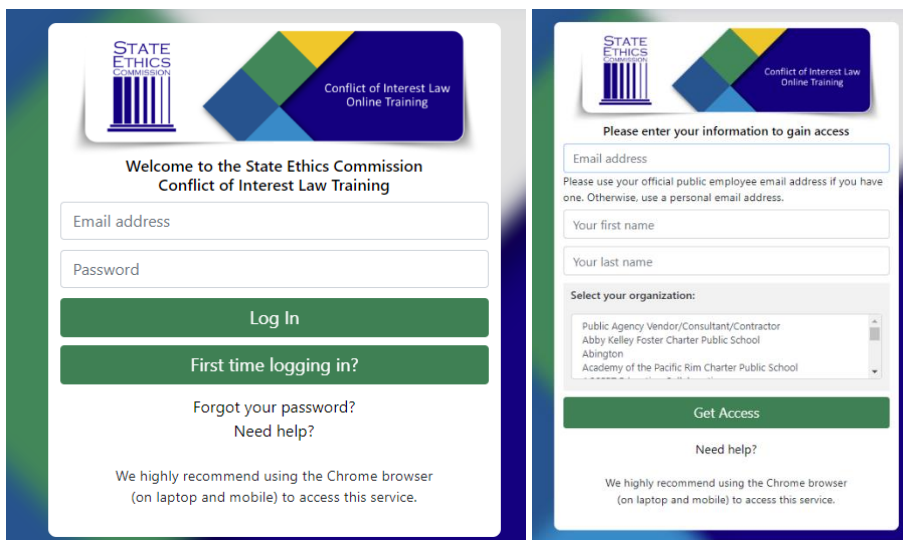
To do so, go to <https://massethicstraining.skillburst.com>, where you should see this:



1. Click on the "Sign in or create an account..." option.

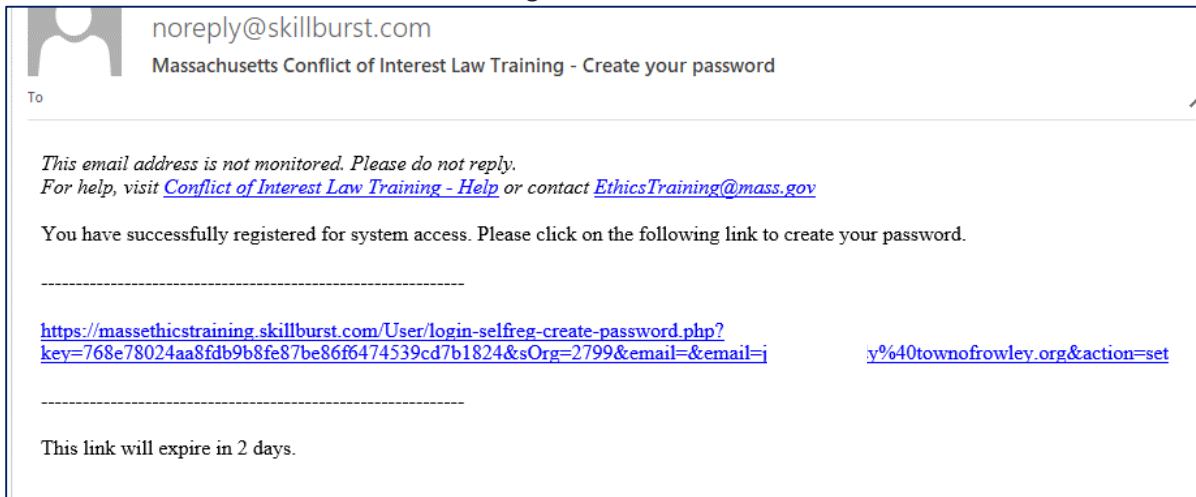
2. You will see two options:

- First time users click on "First time logging in?" option.
- Enter your email address and name in the fields of the new window that pops up.
- Under "Select your organization" scroll down until you find "Dighton" and select.

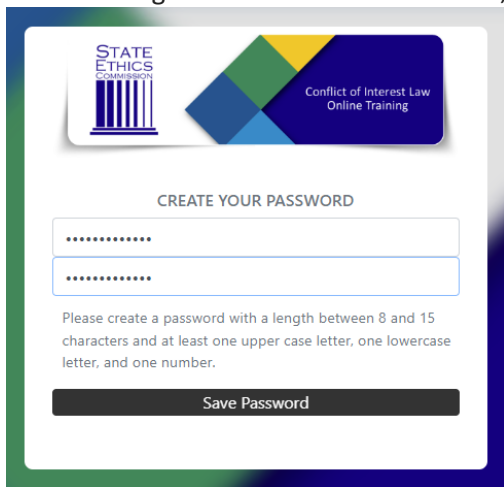


- Click the "Get Access" button, and the following message will appear:  
*A message has been sent to the email address you specified with instructions for creating your password. (Please be sure to check your Spam folder, if needed). You may now close this window.*

3. You will then receive an email to create a login



4. Click the long “skillburst” link in the email, and you will get a screen to create a new password:



5. After you click “Save Password” button, you will return to the original sign-in screen. Sign in as you would any website requiring a password, using your email address and the password you just created.
6. There will be two links on the initial screen. One takes you to the training to be completed every two years (starting this year), and the other is the “Acknowledgement of Receipt... for Municipal Employees” that is required annually. For this initial training, please complete both.
7. The training is estimated to take approximately one hour. You should be able to stop part way through and resume at a later time, if necessary.  
*NOTE: There is music behind the intro and audio throughout. Check your volume before starting!*
8. When you get done with the training you won't have to do anything. You should receive an email acknowledging completion and linking to a copy of your certificate. If you need a copy of the certificate, you can print it out for your own records. The system will show us, through an administration panel, who is working on or has completed the training.

If you have any questions about this, please feel free to reach out to the Town Clerk’s office.

Phone: 774-872-0915

Email: mpacheco@dighton-ma.gov