

# How to download your Certificate of Completion

Please follow these instructions to obtain your certificates for the HDR Researcher Integrity Modules on VU Collaborate

## Step 1

- Use [MyVU to Login to VU Collaborate](#).
- Log in with your "s" number (i.e. s1234567) and your AD login password (same as computer and email login).
- Once logged in to MyVU, click on the VU Collaborate link in the side menu.

## Step 2

Select the **HDR Researcher Integrity** space tile.



## Step 3

On the navbar, select the 'Tools' dropdown menu and select the 'Awards' page. You can now view the certificates for each successfully completed Module.

## Step 4

Click on the **certificate icon** as shown below.



## Step 5

Select **Generate Certificate**

## Step 6

You can save your certificate as a PDF document.