

COURSE

Preventing Workplace Harassment — Global

13th Edition

Respect



Special Training for Non-U.S. Based Employees

As our workforces become more varied with people of different generations, races and ethnicities working with each other, we need to remember that we all have different expectations of “respectful” behavior, which is why we recommend an annual respect training program to build a shared language and establish the clear ‘norms of behavior’ for your workforce. This Global Workplace Violence and Harassment training Course teaches employees to recognize the kind of conduct that frequently forms the basis of harassment claims but is seldom recognized as unlawful. It helps employees understand what harassment is, and how to practically and effectively avoid conduct that could lead to harassment situations.

Course Description

This course educates managers based outside the U.S. or doing business outside the U.S on workplace bullying, violence, and harassment. It includes engaging video scenarios and practical manager checklists and guidance. It also includes language, spelling, and references appropriate for an international audience.

Key Concepts

- How to navigate employee conflict with our Workplace Color Spectrum™.
- What is psychological harassment?
- What are protected grounds?
- Teaches learners about what is or is not harassment, which may decrease frivolous workplace claims
- How to identify workplace situations that could evolve into harassment situations
- How to empathize with employees who are uncomfortable
- How to describe your harassment prevention policy and how to respond to complaints

Course Features

- Access to our Anonymous Ask the Expert tool
- Rich video scenarios based on real-world events
- Built-in employee sentiment surveys
- 50+ Machine Translation Options
- Optional program timer
- Policy acknowledgement tool
- Extensive customization options



VERSIONS

All Employees (35 min)

WHAT'S COVERED

- [Bullying](#)
- [Bystander To Upstander](#)
- [Causal Connection](#)
- [Forms Of Harassment](#)
- [Gender Identity](#)
- [Hostile Work Environment](#)
- [Investigations](#)
- [Manager's Duty To Report](#)
- [Negative Job Action](#)
- [Off-Duty Conduct](#)
- [Office Romance](#)
- [Protected Activity](#)
- [Protected Grounds](#)
- [Psychological Harassment](#)
- [Quid Pro Quo](#)
- [Reprisal](#)
- [Severe & Pervasive](#)
- [Sexual Orientation](#)
- [Toxic Workplace](#)
- [Unwelcome Conduct](#)
- [Victimisation](#)

Lessons

Respect is a Skill

An introduction to the purpose and goals of this course.

The Workplace Colour Spectrum® Tool

This lesson explains the Workplace Colour Spectrum and how it can help managers and employees understand and categorise their conduct — and the conduct of others.

What Is Unlawful Harassment?

Workplace harassment involves conduct or comments relating to "protected grounds." But what are they, and which ones apply in my workplace?

Mobbing and Psychological Harassment

This lesson helps the workforce understand, identify, and stop mobbing and psychological harassment in the workplace.

Different Forms of Harassment

Workplace harassment always involves conduct that meets certain legal criteria and is unlawful. What kind of conduct is that? Review the different forms of harassing conduct.

What is Unwanted Conduct?

A hostile work environment always involves "unwanted conduct." What is it and how do you know when your words or actions are "unwanted?"

Red and Toxic Conduct

Red conduct is illegal and negatively impacts work culture. Help employees determine what it looks like and how to know when conduct is crossing the line from orange to red.

Who Can Be Involved in Harassment?

This lesson explains the reach of workplace harassment laws, who is protected, and who can be liable for harassing conduct.

Victimisation

Employees have a right to raise a concern or complaint without fear of victimisation. But what is victimisation — and when do work decisions cross the line?

Reporting, Investigations, and Workplace Policies

This lesson teaches employees how and where to report concerns of harassment, and outlines the employer's investigation process when concerns are reported. All employers must have their own harassment prevention policy to highlight in this lesson. For employers who lack a policy, Emtrain provides a harassment prevention policy template that can be used to create an employer policy.

Provide Your Feedback

A post-program survey on the learning experience.