

# Workplace Harassment Prevention Training

## What is best for your organization?

Implementing and understanding anti-harassment training for your workplace can be a daunting task. With BizLibrary's anti-harassment and compliance training solutions, you can easily meet state requirements, and support a positive company culture that doesn't tolerate harassment.

It is recommended by federal law that managers and employees receive anti-harassment training on an annual basis. This can help build an affirmative defense case should your organization ever be involved in a harassment lawsuit. Even more beneficial, providing harassment training to your employees creates a company culture that takes a stand against harassment. This provides residual benefits like lower employee turnover, increased engagement, and high productivity. Various states have also introduced requirements that go beyond federal law. Thus, organizations operating in these states will need a solution to ensure they are meeting these requirements.

BizLibrary's anti-harassment and compliance training solutions offer courses to educate both employees and managers on their role in preventing discrimination and harassment in the workplace.

## BizLibrary's Commitment

BizLibrary provides a variety of content covering the topic area of HR Compliance and frequently works with subject matter experts in the creation and review of this content.

Our Anti-Harassment courses meet state requirements for supervisors and employees for California, Connecticut, Delaware, Illinois, Maine, New York, Texas, and Washington, and undergo a bi-annual review with law firm, Ogletree Deakins. We also offer Canadian-specific anti-harassment content that has been reviewed and approved by lawyers at Ogletree Deakins specializing in Ontario employment law. Any changes to the state laws are then incorporated into our video courses to ensure they continue to meet state requirements. In addition to the bi-annual legal review, the BizLibrary Content Team actively monitors for new federal laws that pass and updates content accordingly. Additionally, BizLibrary offers a non-state-specific version for proactive organizations seeking to educate their workforce on anti-harassment best practices.



# Anti-Harassment Courses

BizLibrary Productions offers four compliant courses on anti-harassment, but what are the differences? All anti-harassment training courses cover the same information regarding topics like sexual harassment and complaint procedure guidelines, but they are delivered in different styles to accommodate various learning preferences.

## Anti-Harassment Training

- › This anti-harassment training course is compliant with federal laws.
  - › State-specific courses available for NY, CA, CT, and IL.
  - › This state-specific information is included in the introductory video as well as in interactive questions that appear throughout the course.
  - › All video lessons are modeled after well-known TV shows to encourage maximum engagement.

## Expert Insights: Anti-Harassment for Employees and Supervisors

- › Our Expert Insights series brings your workforce one-of-a-kind training from highly successful professionals who are actively working in their fields.
- › Both employee and supervisor series are CA compliant but suitable for all states that do not have state-specific laws. This is the latest offering to our compliance content and we're excited to add another version to our compliance content for our learners!



# Anti-Harassment Courses

## Culture of Civility: Creating a Harassment-Free Workplace

- › This anti-harassment training course is compliant with federal laws.
- › It contains more in-depth information about the different types of workplace discrimination.
- › State-specific courses available for NY, CA, IL, CT, DE, ME, WA, and TX! BizLibrary also offers Culture of Civility content for Ontario, Canada.
  - › This state-specific information is integrated throughout the course WITHIN the content of the actual videos as well as in the interactive questions.
- › All video lessons are produced with on-screen talent and modern imagery, text and on-screen graphics to aid the overall learning experience.

## Bystander Intervention for Sexual Harassment

- › This anti-harassment training course is designed to be compliant with the city of Chicago, Illinois but may be applicable to other states.
- › This course provides specific training on how employees should act when they encounter sexual harassment in the workplace. By the end of this course, learners will know how to define, identify, and intervene in a case of sexual harassment.



## Anti-Harassment Training Courses

BizLibrary's anti-harassment courses were designed to comply with state laws, and are sure to capture your engagement while teaching you everything you need to know about workplace harassment. Throughout this course, supervisors and employees will learn what is required regarding workplace harassment, including bystander requirements, complaint procedure guidelines, and the EEOC definition of sexual harassment, and more. In addition, leaders will receive training on supervisor and HR responsibilities, warning signs of sexual harassment, and investigation requirements, among other things. In the end, all employees should know just how to deal with harassment situations, and be prepared to prevent harassment from happening in the first place. This program is valid for recertification credit for SHRM-CP, SHRM-SCP and HR Certification Institute.

These courses meet state requirements of supervisors and employees for [California, Connecticut, Delaware, Illinois, Maine, and New York](#). Additionally, BizLibrary offers a non-state-specific version for proactive organizations seeking to educate their workforce on anti-harassment best practices.

### Course Titles for Supervisors and Employees

Anti-Harassment Training: Channel Guide for Supervisors

Anti-Harassment Training: Bullying Basics

Anti-Harassment Training: Sexual Harassment 101

Anti-Harassment Training Quiz: Abusive Conduct Statistics

Anti-Harassment Training Quiz: Understanding Sexual Harassment

Anti-Harassment Training: Eradicating Abusive Conduct at Work

Anti-Harassment Training: Psychology of Sexual Harassment

Anti-Harassment Training: Where to Draw the Line

Anti-Harassment Training: EEOC Definition of Sexual Harassment

Anti-Harassment Training: Navigating Sex and Gender Issues

Anti-Harassment Training Quiz: Legal Considerations

Anti-Harassment Training: Complaint Procedure Guidelines

Anti-Harassment Training: Basic Harassment Terminology

Anti-Harassment Training: Bystander Response Strategies

Anti-Harassment Training: Types of Harassment

Anti-Harassment Training: Supervisor Responsibilities

Anti-Harassment Training: Body Language Boundaries

Anti-Harassment Training: HR Responsibilities

Anti-Harassment Training: Early Warning Signs of Sexual Harassment

Anti-Harassment Training: Recommendations for Investigations

## Expert Insights: Anti-Harassment for Employees and Supervisors

BizLibrary's anti-harassment courses were designed to comply with state laws, and are sure to capture your engagement while teaching you everything you need to know about workplace harassment. Throughout this course, supervisors and employees will learn what is required regarding workplace harassment, including bystander requirements, complaint procedure guidelines, and the EEOC definition of sexual harassment, and more. In addition, leaders will receive training on supervisor and HR responsibilities, warning signs of sexual harassment, and investigation requirements, among other things. In the end, all employees should know just how to deal with harassment situations, and be prepared to prevent harassment from happening in the first place. This program is valid for recertification credit for SHRM-CP, SHRM-SCP and HR Certification Institute.

These courses are compliant with California anti-harassment and abusive conduct prevention training law, but they are suitable for all states that do not have state-specific laws.

### Course Titles for Supervisors and Employees

Anti-Harassment for Employees: Introduction for Employees

Anti-Harassment for Employees: If You Feel Harassed

Anti-Harassment for Employees: Behavior Spectrum

Anti-Harassment for Employees: Filing a Complaint

Anti-Harassment for Employees: Bringing It All Together

Anti-Harassment for Employees: Recognizing Harassment

Anti-Harassment for Employees: Bullying Behavior

Anti-Harassment for Employees: Retaliation

Anti-Harassment for Employees: The Damage of Bullying and Harassment

Anti-Harassment for Employees: Everyone's Responsibility for a Positive Workplace

Anti-Harassment for Employees: Defining Harassment

Anti-Harassment for Employees: Be an Ally

Anti-Harassment for Employees: Two Types of Harassment

Anti-Harassment for Employees: Conclusion for Employees

Anti-Harassment for Employees: Harassment and Behavior

Anti-Harassment for Supervisors: Introduction for Supervisors

Anti-Harassment for Employees: Liability

Anti-Harassment for Supervisors: Why People Don't Speak Up

## Expert Insights: Anti-Harassment for Employees and Supervisors

BizLibrary's anti-harassment courses were designed to comply with state laws, and are sure to capture your engagement while teaching you everything you need to know about workplace harassment. Throughout this course, supervisors and employees will learn what is required regarding workplace harassment, including bystander requirements, complaint procedure guidelines, and the EEOC definition of sexual harassment, and more. In addition, leaders will receive training on supervisor and HR responsibilities, warning signs of sexual harassment, and investigation requirements, among other things. In the end, all employees should know just how to deal with harassment situations, and be prepared to prevent harassment from happening in the first place. This program is valid for recertification credit for SHRM-CP, SHRM-SCP and HR Certification Institute.

### Course Titles for Supervisors and Employees

Anti-Harassment for Supervisors: Risk Factors

Anti-Harassment for Supervisors: Harassment and Bullying Are a Social Phenomenon

Anti-Harassment for Supervisors: Harassment Prevention Policy

Anti-Harassment for Supervisors: Investigations

Anti-Harassment for Supervisors: What to Do When You Receive a Complaint

Anti-Harassment for Supervisors: If You're Accused

Anti-Harassment for Supervisors: Setting Expectations for Behavior

Anti-Harassment for Supervisors: Leaning On Your Core Values

Anti-Harassment for Supervisors: Coaching Bad Behavior

Anti-Harassment for Supervisors: Using Your Disciplinary Procedures

Anti-Harassment for Supervisors: Smart Guidelines for Your Interactions at Work

Anti-Harassment for Supervisors: Implicit Bias

Anti-Harassment for Supervisors: Bringing It All Together

Anti-Harassment for Supervisors: Conclusion for Supervisors

## Culture of Civility Courses

BizLibrary's Culture of Civility: Creating a Harassment-Free Workplace video courses are meant to help all learners understand how to recognize and respond to harassment, as well as how to behave appropriately and prevent harassment from occurring in the first place. This course defines different types of harassment, explains how bystanders can respond, and describes the process for investigating harassment complaints. By learning about things like the reasonable person standard and the federally protected classes, viewers will be able to navigate workplace situations and keep themselves and their coworkers safe from harassing and inappropriate behavior. After completing this course, viewers will be familiar with workplace issues like sexual harassment, abusive conduct, harassment based on sex and gender as well as how to address them. This program is valid for recertification credit for SHRM-CP, SHRM-SCP, and the HR Certification Institute.

These courses meet state requirements of supervisors and employees for [California, Connecticut, Delaware, Illinois, Maine, New York, Washington, and Texas](#) as well as [province requirements for Ontario](#). Additionally, BizLibrary offers a non-state-specific version for proactive organizations seeking to educate their workforce on anti-harassment best practices.

### Course Titles for Supervisors and Employees

Culture of Civility: Introduction to Harassment

Culture of Civility: Supervisory Anti-Harassment Responsibilities

Culture of Civility: Sexual Harassment

Culture of Civility: Organizational Anti-Harassment Responsibilities

Culture of Civility: Discrimination

Culture of Civility: Investigating Harassment Complaints

Culture of Civility: Abusive Conduct

Culture of Civility: Harassment Red Flags

Culture of Civility: Harassment Based on Sex and Gender

Culture of Civility: Employer Liability for Harassment

Culture of Civility: Bystander Response to Harassment

Culture of Civility: Signs of a Sick Culture

Culture of Civility: Keeping It Clean at Work

Culture of Civility: Breaking the Silence Around Harassment

Culture of Civility: Making Harassment Complaints

Culture of Civility: When Cursing Becomes Harassment

Culture of Civility: Anti-Harassment Best Practices

Culture of Civility: When the Manager's the Problem

## Bystander Intervention for Sexual Harassment Courses

BizLibrary's Bystander Intervention for Sexual Harassment course was designed to be compliant with the city of Chicago, Illinois, however, the knowledge within may be applicable to other states. This course educates learners on the Bystander Effect and how it influences bystander behavior in the case of negative situations such as sexual harassment. Sexual harassment can have an incredibly negative impact on the workplace as a whole – decreasing employee engagement, team cohesion, and more. Even employees who are not direct victims of sexual harassment can be impacted by its occurrence. Bystander Intervention for Sexual Harassment defines sexual harassment, outlines barriers that bystanders face, and provides intervention tools that bystanders can use to address sexual harassment. Relatable bystander scenarios are included throughout the course to challenge learners to think through how they'd react in similar situations.

### Course Titles for Supervisors and Employees

Bystander Intervention for Sexual Harassment: Your Role

Bystander Intervention for Sexual Harassment: When to Intervene

Bystander Intervention for Sexual Harassment: Prepare and Distract

Bystander Intervention for Sexual Harassment: Delegate and Direct

Bystander Intervention for Sexual Harassment: Delay

Bystander Intervention for Sexual Harassment: Be Empathetic

