

## Your Comprehensive Training Solution

Take advantage of an innovative Learning Management System, delivering high-quality, on-demand courses. All courses feature easy to understand, professionally produced training content with interactive quizzes.

In addition, many courses are available in English and Spanish, and all courses are mobile friendly. All of these features allow for a quality, engaging learning experience.

### BENEFITS

- Set up your employees in minutes
- More than 150 courses available, including sexual harassment prevention and workplace safety courses
- Provide separate courses to employees, managers or other groups you create
- Easy-to-use dashboard allows for easy tracking of employee course completion
- System issues certificates of completion per course to each employee



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## LEARNING MANAGEMENT SYSTEM (LMS) COURSE LIST

### Chemical & Environment Safety

- Stormwater Pollution Awareness for Employees

### Construction Safety

- Caught-Between Hazards: One of Construction's Fatal Four (*English*)\*
- Caught-Between Hazards: One of Construction's Fatal Four (*Spanish*)\*
- Cold Stress Prevention for Construction Employees\*
- Crane Signal Person Basic Training for Construction Employees
- Crystalline Silica Safety for Construction Employees (*English*)
- Crystalline Silica Safety for Construction Employees (*Spanish*)
- Fall Hazards: One of Construction's Fatal Four (*English*)\*
- Fall Hazards: One of Construction's Fatal Four (*Spanish*)\*
- Hand And Power Tool Safety In Construction Environments (*English*)
- Hand And Power Tool Safety In Construction Environments (*Spanish*)
- Industrial Crane Safety
- Personal Fall Arrest Systems Training for Construction Employees (*English*)\*
- Personal Fall Arrest Systems Training for Construction Employees (*Spanish*)\*
- Safety Orientation for Construction Employees\*

### Coronavirus Prevention & Response

- COVID-19: Staying Safe at Work for Employees\*
- COVID-19: Staying Safe at Work for Managers\*
- Remote Employees: Safety, Health and Security\*

### Cybersecurity

- Cybersecurity Awareness\*
- Global Data Privacy Awareness \*
- End User Cyber Security Fundamentals Series – Browsing
- End User Cyber Security Fundamentals Series – Mobile Devices

### Diversity & Ethics

- Common Sense & Critical Thinking: Tolerance, Diversity & Stereotypes
- Discrimination & Workplace Sensitivity
- Diversity & Inclusion Training for Employees\*
- Workplace Code of Conduct\*

### Drugs & Alcohol

- Drugs and Alcohol in the Workplace (*English*)\*

### Employee Success

- Common Sense & Critical Thinking: Mental & Physical Health
- Communicating Effectively

\* Denotes that course has closed captioning or built-in transcript available.

- Customer Service: Difficult Customers
- Customer Service: How to Excel
- Customer Service: Skills Required
- Mastery of Self-Awareness
- Sleep Management Techniques for Employees\*
- Social Media Behavior\*
- Stress Management Techniques for Employees

### Ergonomics

- Adjusting Workstations & Postures
- Back Injury Prevention Tips for Employees (*English*)\*
- Back Injury Prevention Tips for Employees (*Spanish*)\*
- Ergonomics Basics for Employees\*
- Industrial Ergonomics for Employees
- Lifting Safety for Employees\*
- Material Handling Safety for Employees (*English*)
- Material Handling Safety for Employees (*Spanish*)

### Fiduciary Basics

- Fiduciary Basics - Defined Benefit Pension Plans
- Fiduciary Basics - Health Plans (*English*)
- Fiduciary Basics - Health Plans (*Spanish*)
- Fiduciary Basics - Retirement Plans

### Fire Safety

- Fire Extinguisher Tips for Employees\*

- Fire Prevention & Response Tips for Employees
- Fire Prevention Tips for Hot-Work Employees\*
- Fire Safety for Industrial Employees\*
- Fire Safety for Office Employees

### General Workplace Safety

- Accident Investigation Techniques for Managers
- Compressed Air Safety for Employees\*
- Compressed Gas Cylinder Safety for Employees
- Electric Shock Prevention Tips for Employees
- Electrical Safety for Non-Electrician Employees\*
- Electrical Safety Related Work Practices and the 2021 NFPA 70E for Electrical Workers\*
- Emergency Response (*English*)\*
- Emergency Response (*Spanish*)\*
- Emergency Response Tips for Employees\*
- First Aid Response for Employees
- Good Housekeeping Tips for Employees (*English*)\*
- Good Housekeeping Tips for Employees (*Spanish*)\*
- Heat-Related Illness Prevention for Employees (*English*)
- Heat-Related Illness Prevention for Employees (*Spanish*)
- Ladder Safety for Employees\*
- Office Injury Prevention for Employees

- Safety Awareness for New Employees (*English*)\*
- Safety Awareness for New Employees (*Spanish*)\*
- Safety Essentials for New Employees (*English*)\*
- Safety Essentials for New Employees (*Spanish*)\*
- Safety Responsibility for Employees\*
- Slip, Trip & Fall Prevention for Employees (*English*)\*
- Slip, Trip & Fall Prevention for Employees (*Spanish*)\*
- Top 10 Causes of Workplace Injuries
- Utility Knife Safety for Employees\*
- Walking & Working Surface Safety for Employees\*
- Winter Walking Safety for Employees\*

### Hazard Communication & GHS

- Hazard Communication & GHS Training for Employees\*

### Health Care Safety

- Back Safety for Health Care Employees

### Hiring & Termination

- Interview Compliance & Fair Hiring

### Labor & Privacy Compliance

- HIPAA Compliance for Managers and Employees\*
- Wage & Hour Training – California
- Wage & Hour Training - Fair Labor Standards Act

### Manager Success

- ADA Americans with Disabilities Act\*
- Avoiding Retaliation (*English*)\*
- Avoiding Retaliation (*Spanish*)\*
- Conflict Resolution
- Discipline in the Workplace
- Employment Law Training – The Essentials for Managers\*
- First -Time Manager Tips
- HR Compliance Essentials for Managers\*

### OSHA Compliance

- Bloodborne Pathogen Awareness for Employees\*
- Confined Space Entry Tips for Employees
- How to Avoid OSHA's Top 10 Violations
- Lockout/Tagout Steps for Employees (*English*)\*
- Lockout/Tagout Steps for Employees (*Spanish*)\*
- Machine Guarding & Operation Safety for Employees\*

### Personal Protective Equipment (PPE)

- Eye Injury Prevention Tips for Employees\*
- Hearing Loss Prevention Tips for Employees
- Personal Protective Equipment (PPE) Overview for Employees\*

\* Denotes that course has closed captioning or built-in transcript available.

- Respiratory Protection Tips for Employees *(English)*
- Respiratory Protection Tips for Employees *(Spanish)*
- Respiratory Protection Training for Employees\*

#### Powered Industrial Trucks & Aerial Lifts

- Ensuring Safety Around Forklifts\*
- Forklift Operation Tips for Employees
- Forklift Operator Certification Series: Classification, Refueling & Recharging\*
- Forklift Operator Certification Series: Loading & Operation\*
- Forklift Operator Certification Series: Operator Training & Pre-Operational Inspection\*
- Forklift Operator Certification Series: Stability\*
- Mobile Elevating Work Platforms\*
- Safe Use and Operation of Order Selectors\*
- Supported Scaffolding Safety In General Industry And Construction Environments *(English)*
- Supported Scaffolding Safety In General Industry And Construction Environments *(Spanish)*

#### Transportation Safety

- Defensive Driving Tips for Transportation Employees *(English)*
- Defensive Driving Tips for Transportation Employees *(Spanish)*

- Distracted Driving Prevention for Transportation Employees\*
- DOT Training: HAZMAT Security Awareness
- Texting & Driving Prevention for Transportation Employees
- Winter Driving Tips for Transportation Employees

#### Workplace Harassment & Violence: California

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\* *(English)*
- Preventing Workplace Violence for Employees\* *(Spanish)*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for California Employees *(English)*\*
- Sexual Harassment Prevention Training for California Employees *(Spanish)*\*
- Sexual Harassment Prevention Training for California Managers *(English)*\*
- Sexual Harassment Prevention Training for California Managers *(Spanish)*\*

#### Workplace Harassment & Violence: Connecticut

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for Connecticut Employees *(English)*\*
- Sexual Harassment Prevention Training for Connecticut Employees *(Spanish)*\*
- Sexual Harassment Prevention Training for Connecticut Managers *(English)*\*
- Sexual Harassment Prevention Training for Connecticut Managers *(Spanish)*\*

#### Workplace Harassment & Violence: Delaware

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*

- Sexual Harassment Prevention Training for Delaware Employees *(English)*\*
- Sexual Harassment Prevention Training for Delaware Employees *(Spanish)*\*
- Sexual Harassment Prevention Training for Delaware Managers *(English)*\*
- Sexual Harassment Prevention Training for Delaware Managers *(Spanish)*\*

#### Workplace Harassment & Violence: Illinois

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Bystander Intervention Training - Chicago\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for Chicago Employees\*
- Sexual Harassment Prevention Training for Chicago Managers\*
- Sexual Harassment Prevention Training for Illinois Continuing Education Credit - Employees\*

\* Denotes that course has closed captioning or built-in transcript available.

- Sexual Harassment Prevention Training for Illinois Continuing Education Credit - Managers\*
- Sexual Harassment Prevention Training for Illinois General Industry Employees *(English)\**
- Sexual Harassment Prevention Training for Illinois General Industry Employees *(Spanish)\**
- Sexual Harassment Prevention Training for Illinois General Industry Managers *(English)\**
- Sexual Harassment Prevention Training for Illinois General Industry Managers *(Spanish)\**
- Sexual Harassment Prevention Training for Illinois Hospitality Employees *(English)\**
- Sexual Harassment Prevention Training for Illinois Hospitality Employees *(Spanish)\**
- Sexual Harassment Prevention Training for Illinois Hospitality Managers *(Spanish)\**
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Employees *(English)\**
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Employees *(Spanish)\**
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Managers *(English)\**
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Managers *(Spanish)\**

### **Workplace Harassment & Violence:** *International*

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for Canadian Employees\*
- Sexual Harassment Prevention Training for Canadian Managers\*
- Sexual Harassment Prevention Training for International Employees *(English)\**
- Sexual Harassment Prevention Training for International Employees *(Spanish)\**
- Sexual Harassment Prevention Training for International Managers *(English)\**
- Sexual Harassment Prevention Training for International Managers *(Spanish)\**

### **Workplace Harassment & Violence:** *Maine*

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*

- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for Maine Employees *(English)\**
- Sexual Harassment Prevention Training for Maine Employees *(Spanish)\**
- Sexual Harassment Prevention Training for Maine Managers *(English)\**
- Sexual Harassment Prevention Training for Maine Managers *(Spanish)\**

### **Workplace Harassment & Violence:** *New York*

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for New York Employees *(English)\**
- Sexual Harassment Prevention Training for New York Employees *(Spanish)\**
- Sexual Harassment Prevention Training for New York Managers *(English)\**

- Sexual Harassment Prevention Training for New York Managers *(Spanish)\**

### **Workplace Harassment & Violence:** *Washington*

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*
- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for Washington (WA) Employees *(English)\**
- Sexual Harassment Prevention Training for Washington (WA) Employees *(Spanish)\**
- Sexual Harassment Prevention Training for Washington (WA) Managers *(English)\**
- Sexual Harassment Prevention Training for Washington (WA) Managers *(Spanish)\**

### **Workplace Harassment & Violence:** *Other States*

- Active Shooter Attack Survival Training for Employees *(English)*
- Active Shooter Attack Survival Training for Employees *(Spanish)*

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- Anti-Bullying Training for Employees\*
- Preventing Workplace Violence for Employees\*
- Preventing Workplace Violence for Managers\*
- Responding to Complaints\*
- Sexual Harassment Prevention Training for Employees (*English*)\*
- Sexual Harassment Prevention Training for Employees (*Spanish*)\*
- Sexual Harassment Prevention Training for Managers (*English*)\*
- Sexual Harassment Prevention Training for Managers (*Spanish*)\*

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