

Now in English AND Spanish, Updated for 2015!

Tools 2 Succeed Sexual Harassment prevention workshops and online e-Learning for supervisors and managers meet all California AB 1825 and AB 2053 (Abusive Conduct Training) requirements. We also offer workshops and e-Learning for staff-level employees.

Our live supervisor Sexual Harassment training workshop is presented in two hours in compliance with California State mandates. We bring all equipment and handouts.

Our training is fun and interactive and includes discussion, PowerPoint presentation, and a question-and -answer session. We provide information and practical guidance regarding federal and state sexual harassment laws, including harassment prevention and correction, and remedies available to victims.

Learning Objectives for Supervisors and Managers Include:

1. What are unlawful harassment, discrimination and retaliation under both California and federal law?

2. What is Abusive Conduct (AB2053) and how to prevent and stop it from occurring in the workplace.

- 3. What steps to take when harassing behavior occurs in the workplace.
- 4. How to report harassment complaints.
- 5. How to respond to a harassment complaint.
- 6. The employer's obligation to conduct a workplace investigation of a harassment complaint.
- 7. What constitutes retaliation and how to prevent retaliation.
- 8. Essential components of an anti-harassment policy.

9. The effect of harassment on harassed employees, co-workers, harassers and employers.

Also available are online e-Learning courses for Sexual Harassment Prevention for California Supervisors (AB 1825 and AB 2053) in both English and Spanish. The courses educate supervisors and managers as well as staff-level employees about the causes and effects of sexual harassment in the workplace. They look at the elements that define behavior as harassment, methods that can be used to prevent harassment from occurring, and ways to deal with situations should they occur.



The California AB 1825 online e-Learning course has been approved for 2.0 California recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org. Disclaimer: "The use of this seal is not an endorsement by HR Certification Institute of the quality of the program. It means that this program has met HR Certification Institute's criteria to be pre-approved for recertification credit.

For more information, please visit <u>http://Tools2Succeed.com/shar</u> or <u>contact us</u>.