

## Harassment Prevention

<b>COURSE LENGTH:</b>	40-120 min
<b>REGULATIONS COVERED:</b>	<b>California:</b> Cal. Gov. Code Section 12950.1 & CCR Section 11024, <b>Connecticut:</b> Time's Up Act, <b>Delaware:</b> 19 Del C. Section 711A, <b>Illinois:</b> 775 ILCS 5/2-109 & Chicago Bystander Intervention, <b>Maine:</b> 26 M.R.S.A. Section 807, <b>New York:</b> Local Law 96: Section 201-g of the Labor Law, <b>Global:</b> Non-US-based compliance requirements
<b>ADDITIONAL FEATURES:</b>	Microlearning, customization, delivery via LMS

Course includes:

- Bystander Intervention
- Gender Identity
- Intersectionality & Harassment
- Mentorship and #MeToo
- Online Harassment
- Pregnancy, Parenthood, & Harassment
- Rules & Regulations
- Sexual Orientation Inclusivity
- Ableism
- Ageism
- Allyship at Work
- Americans with Disabilities Act (ADA)
- Bias
- Celebrating Cross Culturally
- Harassment Prevention Refresher
- Hierarchical Workplace Relationships
- Impact vs. Intent
- Intersectionality in the Workplace
- Parenthood in the Workplace
- Workplace Bullying

## Anti-Bribery & Corruption

<b>COURSE LENGTH:</b>	25 min
<b>REGULATIONS COVERED:</b>	<b>UK Bribery Act, FCPA,</b>
<b>ADDITIONAL FEATURES:</b>	Microlearning, customization, delivery via LMS

Course includes:

- Introduction to Anti-Bribery & Corruption
- The Basics: Corruption and Bribery Explained
- Managing third parties
- Books, Records, and Internal Controls
- Hiring and Bribery

## Data Privacy

<b>COURSE LENGTH:</b>	25 min
<b>REGULATIONS COVERED:</b>	Meets <b>CCPA, CPRA, GDPR</b> training requirements
<b>ADDITIONAL FEATURES:</b>	Microlearning, customization, delivery via LMS

Course includes:

- Introduction to Data Privacy
- Privacy Basics
- Data Privacy Legal Landscape
- Data Privacy Rights
- Emerging Threats
- Data Privacy and Sales
- Data Privacy and Marketing
- Data Privacy, PHI, and HIPAA
- Real World: Data Privacy Edition
- GDPR Deep-Dive
- CCPA and CPRA Deep-Dive

## Cybersecurity Awareness with Phishing Simulator

<b>COURSE LENGTH:</b>	30 min
<b>ADDITIONAL FEATURES:</b>	Microlearning, customization, delivery via LMS

Course includes:

- Introduction to Cybersecurity
- Confidential and Sensitive Information
- Types of Cybersecurity Threats
- Phishing Deep-Dive
- Social Engineering
- Password Management
- Internal Threats
- Safe Browsing
- Secure Remote Work
- Cybersecurity Best Practices
- Responding to Security Incidents

## HIPAA

**COURSE LENGTH:** 40 min  
**REGULATIONS COVERED:** HIPAA, HITECH, Omnibus Rule  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Introduction to HIPAA
- HIPAA Basics
- HIPAA Legal Landscape
- Consumer Rights and Privacy
- HIPAA Violations and Penalties
- PHI and Security Safeguards

## U.S. Export Controls & Sanctions

**COURSE LENGTH:** 25 min  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Introduction to US Export Controls
- Rules & regulations (ITAR, EAR)
- Embargoes and sanctions

## Anti-Money Laundering

**COURSE LENGTH:** 35 min  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Introduction to Anti-Money Laundering
- AML Basics
- AML Legal Landscape
- Know Your Customer
- Transaction Monitoring and Reporting
- AML Review

## Stock Options (Coming Soon)

Course includes:

- Stock Option Basics
- Exercising Stock Options
- Legal Regulations

## Code of Conduct

**COURSE LENGTH:** 40-120 min  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Conflicts of Interest
- Anti-Corruption
- Confidential Information and Safeguarding Assets
- AML & Customer Due Diligence
- Books and Records
- Competition and Antitrust
- Corporate Opportunities
- Data Privacy
- Diversity, Equity, and Inclusion
- Equal Opportunity Employment
- Exclusion
- Fair Dealing
- Gifts, Travel, and Entertainment
- Government Interactions
- Harassment, Discrimination, and Bullying
- Health and Safety
- Information Security and Cybersecurity
- Insider Trading
- Intellectual Property
- Reporting
- Retaliation
- Social Media Communications
- Substance Abuse and Weapons
- Surveillance

## Insider Trading

**COURSE LENGTH:** 15 min  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Defining Insider Trading
- Examples of Insider Trading
- How to Safeguard MNPI
- Material Nonpublic Information
- Understanding "Tipping"

## Diversity, Equity & Inclusion

**COURSE LENGTH:** 40 min  
**ADDITIONAL FEATURES:** Microlearning, customization, delivery via LMS

Course includes:

- Introduction to DEI
- DEI Fundamentals
- Identity
- Intersectionality
- Bias
- Microaggressions
- Inclusive Workplace Best Practices
- Keeping DEI Work Sustainable
- DEI in the Remote and Hybrid Workplace
- Disability Inclusion in the Workplace
- Visible, Invisible, and Hypervisible Identities
- Being an Ally with a Rising Identity
- Discussing Politics at Work FAQ
- Religious Inclusivity
- Privilege

## Unconscious Bias

**COURSE LENGTH:** 20 min  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Introduction to Unconscious Bias
- Intersectionality
- Microaggressions

## Anti-Money Laundering

**COURSE LENGTH:** 35 min  
**ADDITIONAL FEATURES:** Customization, delivery via LMS

Course includes:

- Introduction to Anti-Money Laundering
- AML Basics
- AML Legal Landscape
- Know Your Customer
- Transaction Monitoring and Reporting
- AML Review

## Hiring & Interviewing

**COURSE LENGTH:** 30 min  
**ADDITIONAL FEATURES:** Microlearning, customization, delivery via LMS

Course includes:

- Introduction to Hiring & Interviewing
- Legal Basics
- Bias in Hiring
- Active Candidate Management
- After the Offer
- General Interview Skills & Best Practices
- Job Descriptions
- Reviewing Resumes and Interview Decisions
- Social Media and Hiring
- Sourcing and Recruiting
- Structured Interviews and Qualifications
- Values vs. "Fit"

## Management Essentials

**COURSE LENGTH:** 45 min  
**ADDITIONAL FEATURES:** Microlearning, customization, delivery via LMS

Course includes:

- Mitigating Harassment in the Workplace
- Performance Management
- Performance Reviews
- Reasonable Accommodation & Disabilities
- Terminations
- Leaves of Absence
- Expectations Setting
- Solution-Oriented Coaching
- Effective Feedback
- Navigating Difficult Times
- Micromanagement
- Leaves of Absence in California
- Wage and Hour Basics in California