

Course Catalog

Everything you need to meet your unique training and workplace culture goals.



emtrain[®]

Emtrain Analytics[®]

Emtrain approaches topics on Ethics, Respect, Inclusion, and Belonging as skills to develop and strengthen. But you can't change what you don't measure.

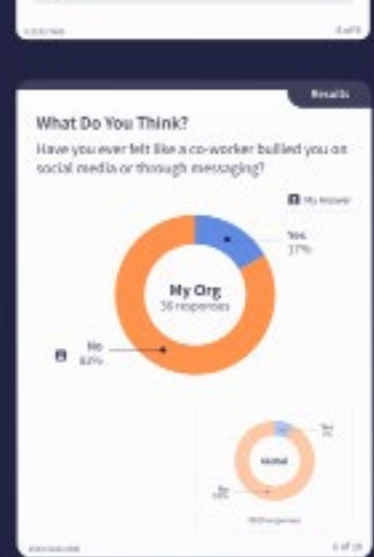
Emtrain measures the strengths of these skills in organizations.

Here's how we do that:

- ✓ Our videos illustrate the skill.
- ✓ We pulse learners about how they are experiencing your culture as it relates to these skills and topics.
- ✓ We aggregate the responses, score the organizational skills, then benchmark based on those scores.

Your organizational scores can be segmented by function, division, team, location, and more, so you can see the areas of your organization that are strong in these competencies. Leaders will be able to focus on the teams that need improvement in the areas of ethics, respect, inclusion, and belonging. As a result, you will see positive culture outcomes that impact your key business outcomes.

[Preview Analytics Today!](#)



Who is Emtrain?

Emtrain provides revolutionary behavior-based eLearning and analytics that go beyond compliance to create organizations that thrive.

Emtrain treats inclusion, ethics and anti-harassment as workplace competencies. We offer world-class, video-based training to build skills and patent-pending analytics to measure the impact of social dynamics in the workplace



The Emtrain Story

From the very start, Emtrain has been on a mission to create healthier organizations by developing peoples' skills in ethics, respect and inclusion. At Emtrain we are committed to reducing organizational risk and helping you build a strong culture by making the opaque transparent. We provide actionable data driven insights and benchmark your organizational health by identifying key social indicators that determine workplace culture.



Emtrain was founded in 2004 when **CEO Janine Yancey** grew frustrated at the limitations of the legal system in solving workplace problems. Rather than encouraging employers to focus on defending claims Emtrain prompted companies to put in the work to solve the culture issues causing those claims. We have since developed a world class compliance training and workplace culture analytics platform that provides real time analytics and deep-dive metrics around workplace culture issues that may otherwise go unnoticed.

Find out why companies like Genentech, Indeed,, and NPR chose Emtrain for their compliance and culture training needs.



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Inclusion

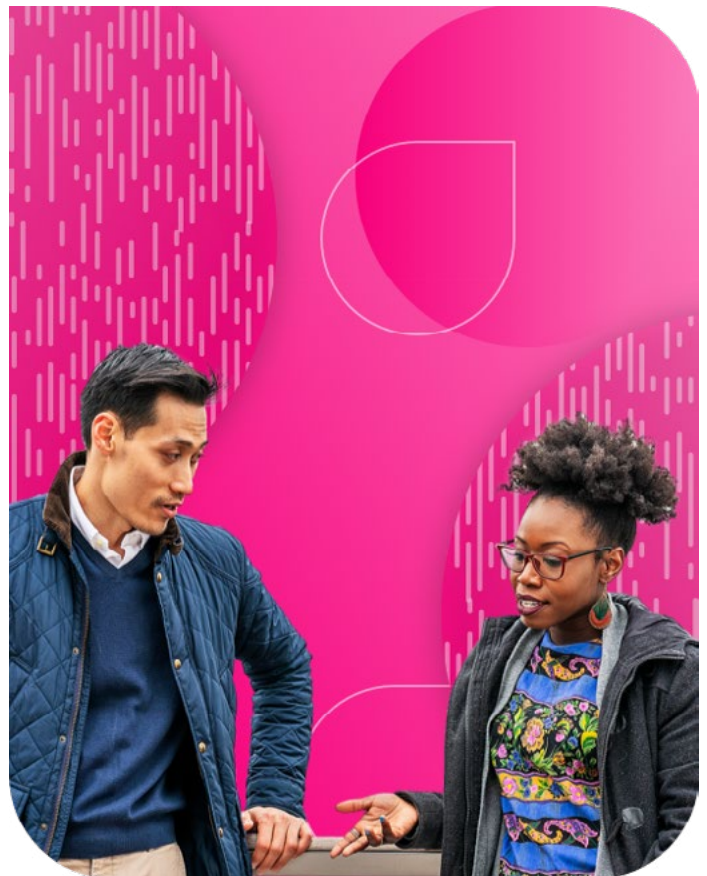
Managing Bias

Managing Bias, version 3, explains the concept of unconscious bias and shows learners how their gut feelings, if left unchecked, can lead to decisions and behaviors that help some people and hinder others.

This Course Teaches

- How unconscious bias influences our decisions and actions.
- Common examples of behaviors that help some people and hinder others, including how tasks are assigned and who gets heard in meetings.
- For managers, guidance on who gets recruited and hired and who gets recognized and advanced.
- The importance of awareness of different perspectives and empathy for others.
- How to spot mistaken assumptions and missed opportunities in daily interactions.
- Practical strategies to minimize the impact of unconscious bias and how to recognize and set aside old patterns to become more inclusive.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes (Recommended for All)
- 20 Minutes (Employee, available upon request)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Diversity & Inclusion

Diversity is a fact of life in today’s workplace. Some stakeholders see it as a way to foster positive co-worker relationships and a reflection of organizational values. Others see it as a practical necessity for high performing teams and financial success for the organization.

This course explains the benefits of creating a workplace where everyone can be their authentic selves. And it gives learners practical guidance and strategies so they know how they can help build a workplace that works better – for everyone.

This Course Teaches

- What “identity filters” are and how they shape who we are and how we view the world.
- How to use curiosity and commonality to bridge the gap and find common ground with people who have different backgrounds, values, experience levels and work styles.
- How team composed of people with different backgrounds, values, experience levels and work styles deliver better business decisions and results.
- The true costs of “covering” when people feel like they can’t be their authentic selves at work.
- How each of us can use our power to make room for others.

Live action video workplace scenes show learners how inclusion and belonging issues play out at work. We also ask learners to choose a personal commitment on what they can do to make inclusion a priority. Interactive polling questions in the course give employers real insight into how learners feel about the concepts and

culture skills presented. And Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts..



Course Version

- 30 Minutes (Manager & Employee)

Languages

- English and translatable

Admin Optional Timer

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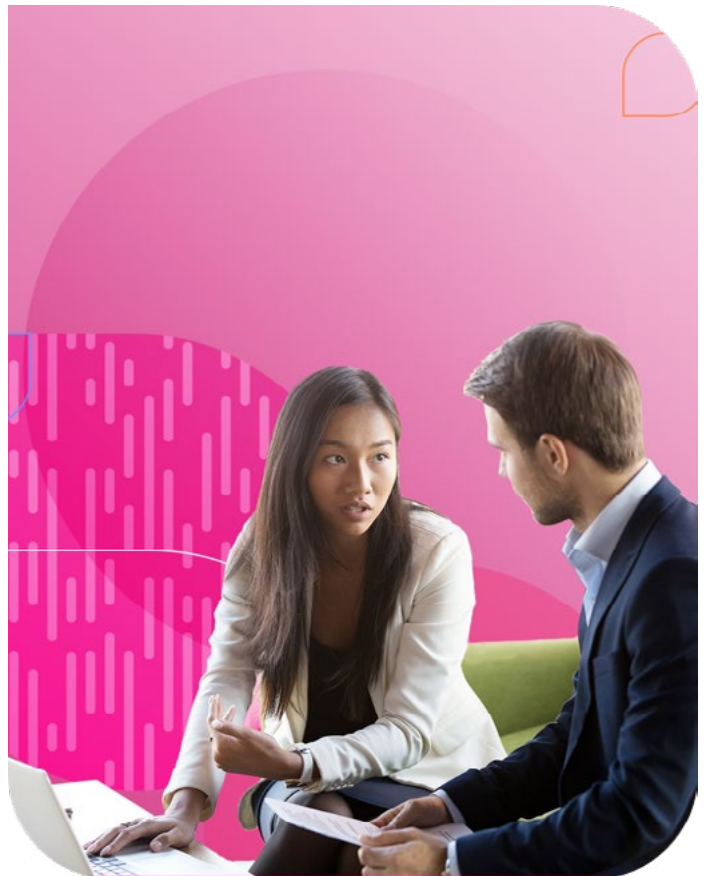
Disability Protections (ADA)

Individuals with disabilities are an important segment of our workforce. But without proper guidance, it's easy for managers to make mistakes as they manage qualified individuals with a disability. In this course, we'll address the protections of the U.S. Americans With Disabilities Act as well as the Canada's Employment Equity Act.

This Course Teaches

- What is a disability?
- Who is a qualified individual with a disability?
- What constitutes an 'essential job function'?
- How to establish an interactive process and meet reasonable accommodation requirements.
- What does inclusive hiring entail?
- When to take disciplinary action as it pertains to employees with disabilities.

Live action video workplace scenes show learners how inclusion and belonging issues play out at work. We also ask learners to choose a personal commitment on what they can do to make inclusion a priority. Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes (Manager Only)

Languages

- English and translatable

Admin Optional Timer

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Conflict Resolution

Like it or not, some degree of conflict is part of the human condition - and a part of every workplace environment. Effective conflict resolution reduces distraction, increases performance and gives employees confidence that their concerns will be heard, taken seriously, and fairly addressed.

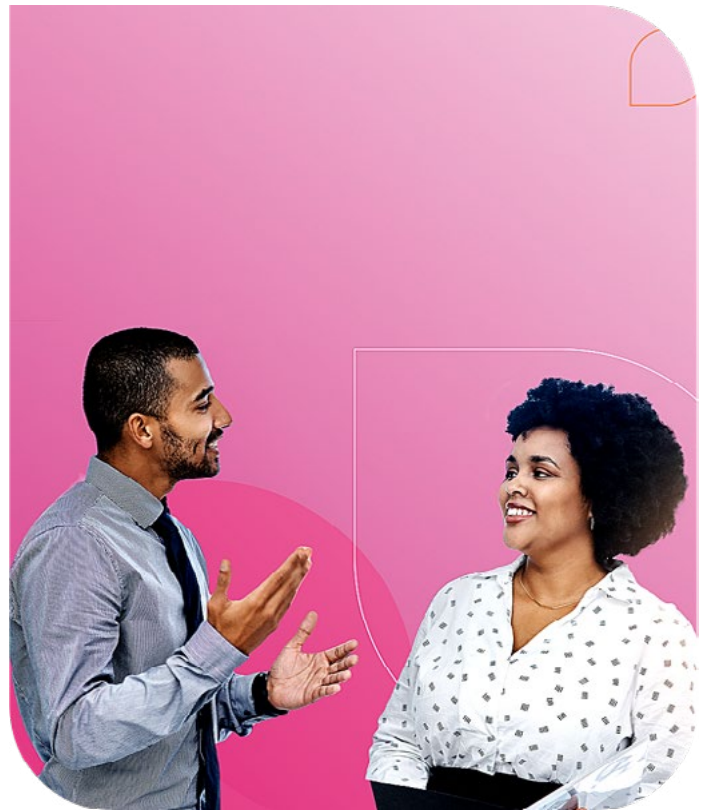
This Conflict Resolution course presents productive ways to manage workplace conflict. Learners will be provided with five easy-to-remember steps for recognizing and managing workplace conflict.

This Course Teaches

- Step 1: How to take a moment after conflict occurs.
- Step 2: How to think through a conflict rather than just reacting.
- Step 3: How to share and be open with the other person in the conflict.
- Step 4: How to follow through in resolving conflict.
- Step 5: How and when to ask for help in resolving conflicts.

Learners will also see how to prevent or de-escalate unhealthy conflict before it leads to more serious problems.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Coaching & Mentoring

Wisely managing and developing team members is essential in today's business environment. And that makes learning how to coach and mentor an essential modern work skill.

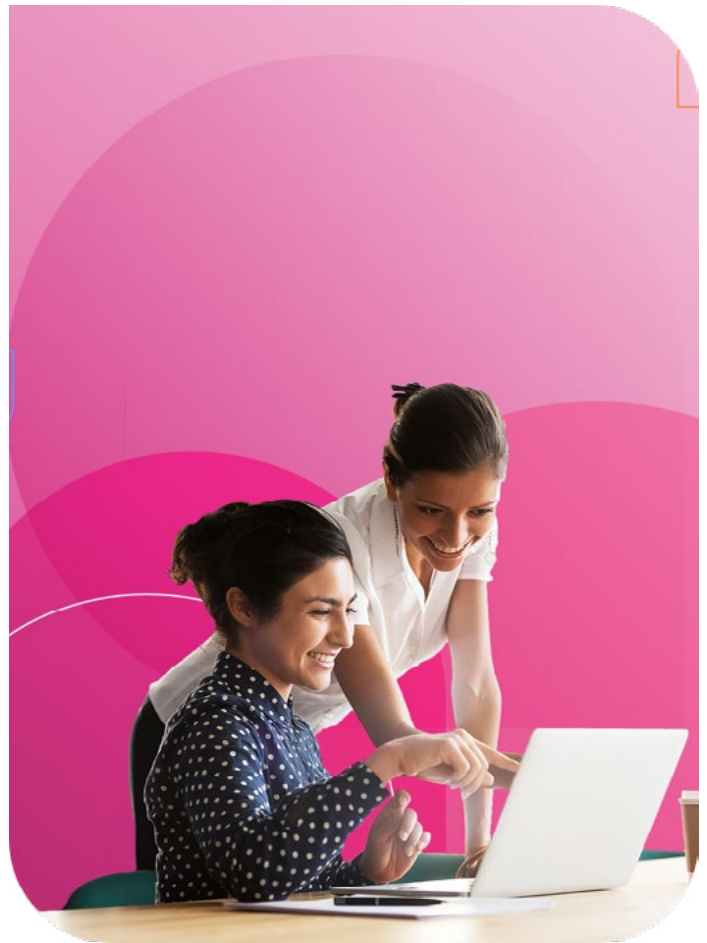
Coaching and mentoring is often a critical step in bringing new hires onboard and acclimatizing them to your culture, processes, and expectations. It can help high-performing employees advance their skills and commitment to the organization – and help average or low-performing employees be more productive. And it improves the function of the team, department and entire organization.

This Course Teaches

- SMART framework for coaching and mentoring.
- How to compare actual performance against goals.
- How to explore options to enhance professional development and performance.
- How to create a specific written plan as a guide for future advancement.

Your learners will see how they can make an even bigger impact – for their teams and teammates.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes

Languages

- English and translatable

Audiences

- Anyone expected or in a position to mentor and develop teammates

Admin Optional Timer

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Equal Employment Opportunity

There's nothing more important in terms of human capital management than operationalizing equity throughout the employee life experience. The only way to operationalize equity is to get everyone - employees and managers alike - on the same page and understanding how to make decisions that are applied uniformly and constantly across employee demographics, and based on business needs - not personality issues.

This Course Teaches

- The definition of unlawful discrimination
- Common situations in the employee experience that are prone to discrimination
- Conducting an equitable recruitment and hiring process
- Conducting an equitable career development process
- The situations that often give rise to retaliation
- The manager's role in creating an equitable employee experience
- Affirmative action for government contractors
- Reporting, investigations and workplace policies

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes (Employees - EE)
- 45 Minutes (Managers - MAN)
- 55 Minutes (Federal Contractors - AA)

Languages

- English and translatable

Admin Optional Timer

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Accessibility in the Workplace

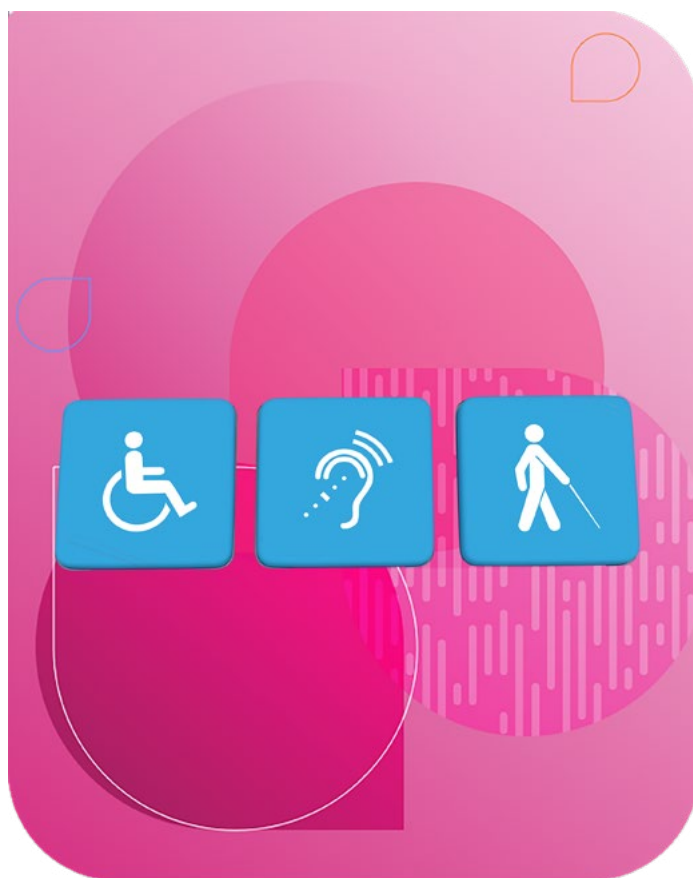
It's important that we respect the dignity and appreciate the worth of each person. This training will help everyone understand how to best ensure equal access to people with limited English proficiency or disabilities.

This course offers the knowledge and skills needed to provide people with equitable services—including people who are Deaf or Blind, those with special communication needs, and those who rely on service animals.

This Course Teaches

- The benefits and requirements of providing language services and accommodations
- How to identify a person's needs and secure associated services
- How to manage support persons and service animals

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 10 Minutes

Languages

- English and translatable

Admin Optional Timer

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Respecting Gender Diversity

As social values and norms evolve, organizations become more committed to increasing diversity and inclusion. For some, gender diversity is not yet familiar territory. Even so, we can still rely on our basic respect skills to help us navigate unfamiliar situations.

This course teaches the fundamentals of respecting gender diversity, including using respectful terms and pronouns and graceful recovery when you misstep. This course provides foundational knowledge on gender, gender identity, and gender expression especially as it pertains to transgender and/or nonbinary individuals.

This Course Teaches

- The proper use of current and respectful terms
- Ways to practice affirming people's names and pronouns
- How to recover gracefully when addressing someone incorrectly

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 15 Minutes

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Inclusive Language

This course reviews the definition of inclusive language, its importance and basic principles, as well as best practices for receiving feedback and correcting ourselves when we are made aware of our own problematic behavior or language.

This Course Teaches

- Why certain terms are harmful, disrespectful, and unnecessary, and learn substitutes for these terms and phrases
- How to give feedback in a clear and constructive way
- The evolving nature of language
- The basic principles of inclusive language

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 15 Minutes

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Upstander Intervention

When bystanders decide to intervene on someone else's behalf they become upstanders and allies. But knowing how isn't always easy.

This course reviews the different intervention methods upstanders can take to disrupt or stop problematic behavior when they see it happen. These intervention techniques include: Delegate, Direct, Distract, Delay, and Document.

This Course Teaches

- Different techniques to disrupt bias or harassment and how to use them
- Common conflicts and how to address them
- How to expand your role in everyday conversations and situations to act as an upstander and ally the next time you see problematic or harmful behavior

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 25 Minutes

Languages

- English and translatable

Admin Optional Timer

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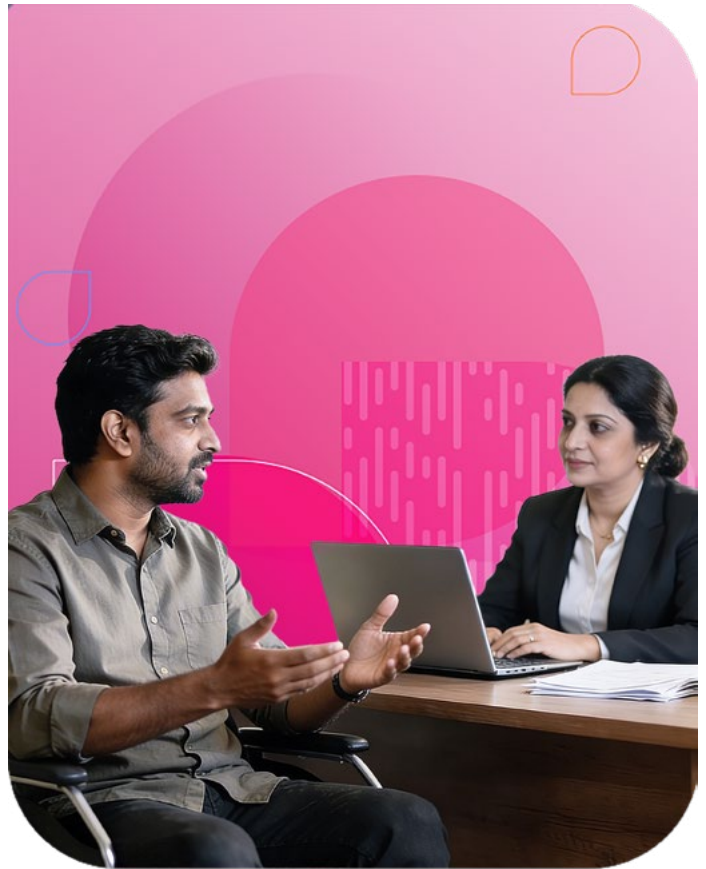
Disability Protections (RPWD)

Individuals with disabilities are an important segment of our workforce. However, without proper guidance, leaders and managers may inadvertently make mistakes when managing qualified individuals with disabilities. This Course provides insights into India's Rights for Persons with Disabilities Act, 2016 (RPWD), training learners on how to uphold their protections effectively.

This Course Teaches

- The legal definition of disability and who is considered a "qualified individual."
- Core responsibilities from marginal tasks to evaluate performance and potential fairly.
- A practical guide to collaborating with employees to find and implement effective reasonable accommodations.
- How to ask appropriate interview questions and manage performance issues with legal and ethical clarity.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Microlessons

Diversity, Equity & Inclusion

[Learn More](#)

Microlesson	Content Description
Black Lives Matter Duration: 4 min	The tragic death of George Floyd has impacted every member of our work community - but it hasn't impacted everyone the same way. This lesson asks learners to reflect on how and why this is so - and what each of us can do to move forward together.
Power Implications & Inclusive Workplaces Duration: 4 min	In any organization, some people are managers and some people are workers. Sometimes, that difference in power leads to harassment situations when that power is used to coerce or punish someone. But it can also impact how words and actions are perceived - and acted upon.
Inclusive Recruiting & 'Culture Fit' Duration: 3 min	Culture fit can be an important criteria for hiring - or a red herring. What culture fit actually means - and why it matters.
Respecting Different Employee Values Duration: 3 min	A lack of social awareness can create negative working relationships among employees. "Harmless" jokes or comments might actually be offensive to others, especially around politically sensitive topics. Social awareness is key to creating a culture where people can think differently and still work well together.
Conducting Inclusive Team Meetings Duration: 4 min	Unconscious bias can impact how meetings are run, how everyone participates in them, and who gets heard and valued. Meeting rules that create space for multiple voices to be heard lead to better decisions.
Different Languages in the Workplace Duration: 6 min	Are co-workers allowed to speak languages other than English? What is this really all about? And what does it mean for the way we interact as a team?
Diversity & Inclusion Diagnostic Duration: 2 min	How about those of your team or organization? Diversity and Inclusion are the result of 6 specific actions - 3 actions from the organization and 3 from individuals. Think of these actions as the levers or the key performance indicators (KPI's) for achieving inclusion. Take 10 minutes to assess your strengths and weaknesses for creating an inclusive workplace.
Politics: Pause Before You Post Duration: 4 min	This microlesson is intended to inform employees that their social media posts can have real consequences. It explains what it means to be a brand ambassador, and offers insights into how social media can negatively impact your business.

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
<p>Bias Against Asians Duration: 4 min</p>	<p>This microlesson provides video examples of the difficulties Asian people are facing both in and out of the workplace right now, and uses employee sentiment surveys to gauge the severity of these biases at your organization. It helps turn your employees from bystanders to outsiders.</p>
<p>Navigating Generational Differences Duration: 4 min</p>	<p>This microlesson emphasizes the importance of acknowledging differences between co-workers, while training on how to avoid the friction that those differences might solve.</p>
<p>Using Proper Pronouns Duration: 5 min</p>	<p>We explain the importance of proper pronoun usage and provide employees with examples for how to politely and respectfully ask someone for their preferred pronouns.</p>
<p>Creating a Trans-Inclusive Workplace Duration: 6 min</p>	<p>We educate employees and managers on how to mitigate unconscious bias and what steps everyone can take to make your workplace transinclusive. The lesson, intended for managers, provides data about transgender unemployment, tips for inclusive recruiting and hiring practices, and covers topics such as deadnaming and trans allyship.</p>
<p>Coming Out at Work Duration: 6 min</p>	<p>As social values and norms change, more and more people are coming out. But not all people are ready to come out, especially at work. How can we make our workplaces more inclusive to our LGBTQIA+ coworkers, regardless of whether they are out or not?</p>
<p>Uplifting LGBTQIA+ Voices Duration: 8 min</p>	<p>Becoming a better ally starts with listening to LGBTQIA+ people about their experiences. Educate your workforce on some of the trials and tribulations that these individuals face on a daily basis, and become better accustomed to the language.</p>
<p>Inclusion in the Hybrid Workplace Duration: 4 min</p>	<p>Teach employees how to develop strong inclusion skills so that regardless of whether people are working in the office or at home, everyone has a comparable experience.</p>
<p>Managing Bias Refresher Duration: 12 min</p>	<p>This Managing Bias Refresher microlesson is intended to be a follow up to our full length Unconscious Bias Training Course. The lesson includes information around blindspots, recruitment practices and performance management, along with 4 video scenarios and multiple employee sentiment survey questions.</p>

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
Accessibility for Ontarians with Disabilities (AODA) Duration: 12min	This microlesson is a brief summary of the rights and expectations to provide accessibility to people in Ontario with disabilities. It covers the basics of the law, explains what qualifies as a disability, and provides some examples of qualified disabilities.
Celebrating National Hispanic Heritage Duration: 3 min	This microlesson aims to celebrate Hispanic Heritage and demonstrate appreciation for the differences we all bring to our teams. It is also a reminder that we should all strive to be our authentic selves and avoid code-switching if at all possible.
Supporting Neurodiverse Workplaces Duration: 5 min	This microlesson educates learners and managers on focusing on an individual's strengths and skillset to build their professional growth. We also dive into the do's and don't of supporting a neurodiverse workplace to foster an environment where everyone has equal opportunities.
Leading with Curiosity, Not Assumptions Duration: 3 min	This microlesson educates healthcare professionals on how to approach conversations with curiosity by using active listening skills and empathy. We guide learners on how to pause, take a moment, and show that we care for the people around us, without making negative judgments.
Empathy at Work Duration: 3 min	This microlesson shows what empathy looks like to a rude patient and how another colleague exhibits allyship, so the patient adjusts their attitude and behavior.
Bias & Belonging Duration: 3 min	We illustrate how to address unconscious bias by building belonging in a healthcare setting. Creating a sense of inclusion and belonging is a skill that can be developed and provides a better, healthier workplace experience for everyone.
Navigating Bias without Conflict Duration: 3 min	This microlesson educates healthcare professionals on how to manage and navigate bias while keeping your composure with empathy in a professional setting.
Valuing Differences & Being an Ally Duration: 2 min	This microlesson teaches healthcare professionals how to be an ally with actions and value each other's differences. It's essential to speak up when they witness bias and disrespect against another person.

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
<p>Black History Month Duration: 4 min</p>	<p>An overview of Black History Month, its history, and its importance and relevance to our social fabric. This lesson will also introduce this year's Black History Month theme to learners, as a precursor to a deeper dive later in the month.</p>
<p>Black Health and Wellness Duration: 5 min</p>	<p>We explore Black History Month's 2022 theme of Black Health and Wellness, celebrating the historic achievements and contributions of Black Americans as well as shedding light on racial health disparities in our nation today.</p>
<p>Shifting Mental Images of Women in the Workplace Duration: 4 min</p>	<p>We look into our internal perspectives regarding gender roles. When women break those barriers in male-dominated fields, it provides an opportunity to create new, realistic images and perspectives that open the door for all other women and new possibilities.</p>
<p>Recognizing Bias at Work (Skill-Building) Duration: 4 min</p>	<p>In this microlesson, we show the skill of recognizing bias in group interactions, and how to mitigate it. The ability to recognize bias is an important component of critical thinking and making strong decisions. Recognizing bias involves recognizing patterns.</p>
<p>Monitoring for Signs of Exclusion (Skill-Building) Duration: 3 min</p>	<p>Every person has a responsibility to foster an inclusive environment, especially those in leadership roles. We can monitor for exclusion by observing team dynamics, checking in, tracking face time and attendance, and encouraging others to speak up.</p>
<p>Engaging Our Active Listening Skills (Skill-Building) Duration: 3 min</p>	<p>Active listening, listening with intention and genuine curiosity is a critical skill for a successful organization. We can do this by asking open-ended questions, paying attention to non-verbal cues and eliminating distractions.</p>
<p>Motherhood & Authenticity (Skill-Building) Duration: 2 min</p>	<p>A co-worker (a new mom) may have a need that is not met by the workplace (lactation rooms), which makes it hard for them to be their authentic selves at work. We can increase awareness of others' needs by listening and tapping internal and external resources, to create a more inclusive workplace.</p>
<p>Bringing a Different Perspective Duration: 4 min</p>	<p>Teams make better decisions when they incorporate ideas and perspectives from a diverse array of people. In this skill-building lesson, learn how to redirect the initial tension that comes from disagreement, and the skill of perspective seeking.</p>

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
<p>Helping a Co-Worker on a Bad Day Duration: 5 min</p>	<p>In this skill-building microlesson, we teach the skill of empathic listening. People who are experiencing negative emotions like sadness, anxiety, or fear will benefit from the support of others, especially for people experiencing intersectionality</p>
<p>Expanding Our Networks Duration: 4 min</p>	<p>We tend to talk to the same people each day, but by intentionally networking with people who aren't like you, you'll gain new perspectives, and learn about new ideas, tools and trends. You can also intentionally include diverse people and perspectives when you're the one responsible for solving a problem or brainstorming for a new initiative.</p>
<p>The Power of Rethinking Assumptions Duration: 4 min</p>	<p>By understanding our current patterns of thinking, we can make the conscious choice to disrupt or challenge them, especially those that are rooted in bias. As we retrain ourselves, we stop jumping to conclusions, and instead, we open ourselves to new possibilities. This is a skill-building microlesson.</p>
<p>Decision-Making Using Two Gears Duration: 4 min</p>	<p>This skill-building microlesson provides an introduction to the Two Gear Method and shows how you can slow down your thinking to make more careful decisions.</p>
<p>How to Intervene with Skill Duration: 4 min</p>	<p>In this skill-building microlesson, we show how a person can skillfully intervene to confront problematic behavior in their workplace.</p>
<p>Interpreting Emotion in Cross-Cultural Communication Duration: 5 min</p>	<p>How we express emotion is often based on our cultural background. Some cultures are more enthusiastic and expressive, while others are more solemn or reserved. Because of this, communication becomes strained when people with different levels of emotional expression interact. When we understand others' communication patterns we can respond in productive ways.</p>
<p>Identifying Microaggressions and Stereotypes Duration: 3 min</p>	<p>Microaggressions are comments or actions that unintentionally, but subtly reinforce a bias or stereotype about a specific group or characteristic. Learning to identify microaggressions when you see them is a key step in stopping and preventing them.</p>
<p>Gathering All the Facts Duration: 3 min</p>	<p>Gathering all the facts and information available before making a decision is crucial to successful outcomes. This lesson teaches the skills to ensure you have all the pertinent information when making decisions, troubleshooting potential issues, etc.</p>

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
<p>Letting Others Lead (Retail) Duration: 4 min</p>	<p>One of the most important skills a manager or leader learns is when to step back and allow someone else to take the reins. It requires trusting others, and knowing when someone else may be better equipped to execute a certain project or task. It can feel risky but it's also crucial to innovation and growth.</p>
<p>Giving Fast and Effective Feedback (Retail) Duration: 3 min</p>	<p>Giving feedback is an important tool in correcting behavior. And it can be tricky — especially when we are pressed for time or in the middle of an important task or project. Learn the best methods for providing fast and effective feedback.</p>
<p>De-Escalating Conflict Using Positive Language (Retail) Duration: 4 min</p>	<p>It can be tempting to react to negative situations or behavior with more negativity, but often this will escalate conflict rather than de-escalate. Learn how to use positive language and tone to effectively de-escalate issues or tense situations</p>
<p>Responding vs Reacting (Retail) Duration: 4 min</p>	<p>When faced with stressful situations, our “fight or flight” instinct is triggered and we often react quickly without thinking things through. This can result in us relying on our unconscious biases to inform decisions or make decisions that will cause a situation to escalate. Learn how to slow down and respond to situations rather than reacting.</p>
<p>Using Positive Language to Guide Behavior (Retail) Duration: 3 min</p>	<p>While it can be tempting to use negative language to tell people when their behavior isn't appropriate, positive language that shows appreciation and respect often yields better results. Learn to use positive language to guide people toward behaviors you want to see.</p>
<p>Stop the Hate: Showing Up with Empathy Duration: 3 min</p>	<p>This lesson is designed to provide employees guidance regarding how they comment on or message about the events in the Middle East, and the affected communities. Antisemitism and Islamophobia in the workplace have increased drastically since October 7th and this lesson provides guardrails so that employees do not further traumatize their co-workers with hateful messages.</p>
<p>Stop Antisemitism Duration: 5 min</p>	<p>Since 10/7, there has been a 400% increase in reported antisemitism; acts of hate speech and physical incidents. The conflict in the Middle East has caused people to conflate the Israeli government with everyone who is Jewish and are targeting Jews with hate speech and violence.</p>
<p>Stop Islamophobia Duration: 6 min</p>	<p>Since 10/7, there has been a 200% increase in reported Islamophobia; acts of hate speech and horrific violence. The conflict in the Middle East has caused people to conflate Muslims and Arabs with violence and terror, bringing back very painful memories of persecution towards Muslims and Arabs after 9/11.</p>

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
<p>Inclusive Language Creates Belonging Duration: 4 min</p>	<p>Words and phrases with problematic origins have made their way into our vocabulary and some have become common industry terms. It's our responsibility to retire and replace these terms and phrases.</p>
<p>Facing Criticism Duration: 3 min</p>	<p>We don't always respond well when we are told something we said or did is problematic. Learn best practices when receiving criticism or feedback, and how to correct non-inclusive behaviors and language.</p>
<p>The Principles of Inclusive Language Duration: 3 min</p>	<p>Learn how to identify and practice using inclusive language with 6 simple principles.</p>
<p>African Americans and the Arts Duration: 5 min</p>	<p>Celebrating Black art is essential for acknowledging the resilience, creativity, and cultural contributions of Black artists throughout history. Learn about just a few of their many accomplishments and their impact in the U.S. and around the world.</p>
<p>Intervention Method: Delay Duration: 3 min</p>	<p>This lesson reviews the upstander intervention technique, "Delay". We can help reduce trauma or distress by speaking to the victim after an instance of harmful behavior is directed at them.</p>
<p>Intervention Method: Delegate Duration: 3 min</p>	<p>This lesson reviews the upstander intervention technique, "Delegate". Entrusting others means asking someone you can count on for help with intervening in harm.</p>
<p>Intervention Method: Distract Duration: 3 min</p>	<p>This lesson reviews the upstander intervention technique, "Distract". The aim is to reduce the tension or danger in a situation by shifting the attention to something else.</p>
<p>Intervention Method: Direct Duration: 4 min</p>	<p>This lesson reviews the upstander intervention technique, "Direct". Sometimes, we may want to respond directly to harassment by calling out the inappropriate behavior and/or confronting the person causing harm.</p>

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
<p>Intervention Method: Document Duration: 4 min</p>	<p>This lesson reviews the upstander intervention technique, “Document”. Documentation involves using any form of media to create a record of an event or an issue — it could be video or audio or written notes.</p>
<p>Using Multiple Intervention Methods Duration: 4 min</p>	<p>This lesson reviews how to use multiple upstander intervention techniques simultaneously to more effectively stop problematic behavior and reduce harm.</p>
<p>Celebrating Women Trailblazers Duration: 4 min</p>	<p>Through their leadership and activism, women have paved the way for greater representation and equity in various industries and communities. This lesson celebrates a few of the many accomplishments women have made and explores their role in shaping a more equitable world for everyone.</p>
<p>African Americans and Labor Duration: 3 min</p>	<p>This lesson focuses on the 2026 Black History Month theme of “African Americans and Labor”, exploring how labor has intersected with Black experiences, driving progress and resilience across the US.</p>
<p>Change Management: Navigating Organizational Transitions Duration: 4 min</p>	<p>Organizational change — whether restructuring, layoffs, or transitions — creates stress and uncertainty that affects everyone differently. This lesson provides a framework for understanding change phases and practical strategies for managing stress and protecting your wellbeing during transitions.</p>
<p>Social Movements, Empathy, and Professional Dialogue Duration: 4 min</p>	<p>Teach learners how to engage respectfully and productively with sensitive social and political topics in the workplace — including techniques for practicing empathy and maintaining professional boundaries during challenging conversations.</p>
<p>Fostering an Inclusive AAPI Environment Duration: 4 min</p>	<p>AAPI individuals frequently face stereotyping, microaggressions, and systemic barriers despite representing an incredibly diverse community. This lesson helps you recognize common biases and provides strategies for creating an inclusive environment where AAPI colleagues can thrive.</p>

Microlessons

Inclusion

[Learn More](#)

Microlesson	Content Description
Returning to Work After Leave Duration: 4 min	This lesson provides practical strategies for both returning employees and their colleagues to ensure successful reintegration, including realistic timelines, communication approaches, and the manager’s critical role in supporting transitions.
Recognizing Personal Stress and Seeking Support Duration: 4 min	Work stress rarely exists in isolation — personal challenges like family issues, health concerns, or financial pressure often compound workplace demands. Learn to recognize when personal stress is affecting your work performance and practical strategies for seeking support.
Work-Life Balance and Knowing Your Options Duration: 4 min	Help employees recognize the signs of burnout and navigate available resources and options — from setting boundaries to requesting formal leave when needed.
Supporting Remote Colleagues in Distress Duration: 4 min	Remote work makes it harder to notice when colleagues are struggling because we lose natural check-in opportunities and in-person observations. This lesson helps you recognize warning signs in remote settings, approach colleagues compassionately, and understand the difference between support and enabling.
Overcoming Fear of Change and New Technology Duration: 4 min	Help learners understand the psychology behind fear of change, strategies for reframing negative self-talk, and practical approaches for managing technology anxiety while protecting your mental health and performance.



Respect & Workplace Harassment

Preventing Workplace Harassment US

Preventing Workplace Harassment, version 13, provides the shared language of the Workplace Color Spectrum® so people can color code conduct, not people, and give instant feedback to course correct in real time.

Version 13 also uses Emtrain's proprietary framework of the Workplace Culture Skills as a method for identifying, measuring and managing the organizational and employee behaviors that if left unchecked, lead to disrespect, exclusion, marginalization, and ultimately, to unlawful harassment.

This Course Teaches

- Meet state mandated training regulations (which Emtrain helped amend in California)
- Use a shared language to enable feedback, common ground and a tool to course correct in real time
- Identify, measure and manage the organizational and employee behaviors that lead to disrespect
- Benchmark your workplace culture against others and leverage Emtrain's content, data, and ecosystem of experts to help you improve your culture

Our course meets all training requirements related to sexual harassment and bullying, including those in California (AB1825, AB2053, SB396, and SB1343), New York State (NYHRL/§201-G), New York City (Local Law 96), Illinois (IHRA/WTA/§§2-109, 2.110), Delaware (DEA/HC 360), Connecticut (§46A), New Jersey, Delaware (HB 360/§711A) and Maine (§807).



Course Version

- US 120 mins (Timed or Untimed)
- US 60 mins (Timed or Untimed)
- US 30 mins (Timed or Untimed)

Languages

- English and 50 Machine Translatable Options

Required Course Elements

- A PDF of, or link to, your written harassment policy for acknowledgment

This Course Teaches

- Workplace Color Spectrum Infographic
- Checklist: Retaliation
- Complaint Decision Tree Infographic

Program Timer

[Learn More](#)

Preventing Workplace Harassment - Canada

What does it mean to be respectful? Some conduct is obviously disrespectful. But many times, how people evaluate conduct is influenced by their life experiences and their established norms of behavior. Given our varied workforces today, that leaves a lot of ambiguity in the type of conduct that people consider to be “harassment.”

This Course Teaches

- The definition of harassment and bullying behavior
- Using the Workplace Colour Spectrum as a shared language
- Protected grounds
- Understanding when conduct is unwelcome
- Psychological harassment
- Reprisal
- Workplace violence
- How to report a complaint.

Interactive survey questions in the course give employers real insight into strengths and vulnerabilities in the organization regarding respect issues. Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts.



[Learn More](#)

Course Version

- 40 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

Preventing Workplace Harassment - India (PoSH)

What does it mean to be respectful? Some conduct is obviously disrespectful. But many times, how people evaluate conduct is influenced by their life experiences and their established norms of behavior. Given our varied workforces today, that leaves a lot of ambiguity in the type of conduct that people consider to be “harassment.” The Preventing Workplace Harassment course India is designed to meet India’s PoSH statutory requirements in India for sexual harassment training for all employees and helps employers create a consistent, global message about their workplace culture.

This Course Teaches

- The definition of harassment and bullying behavior
- Using the Workplace Colour Spectrum as a shared language
- Retaliation
- Understanding when conduct is unwelcome
- Bystanders to Upstanders
- Victimization and the Manager’s Role
- How to report a complaint

Interactive survey questions in the course give employers real insight into strengths and vulnerabilities in the organisation regarding respect issues. Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 50 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Preventing Workplace Harassment Global

What does it mean to be respectful? Some conduct is obviously disrespectful. But many times, how people evaluate conduct is influenced by their life experiences and their established norms of behavior. Given our varied workforces today, that leaves a lot of ambiguity in the type of conduct that people consider to be “harassment.”

This Course Teaches

- The definition of harassment and bullying behavior
- Using the Workplace Colour Spectrum as a shared language
- Protected grounds
- Understanding when conduct is unwelcome
- Psychological Harassment
- Victimization
- How to report a complaint

Interactive survey questions in the course give employers real insight into strengths and vulnerabilities in the organization regarding respect issues. Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts.



[Learn More](#)

Course Version

- 35 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

Preventing Workplace Harassment UK

Harassment situations result when a workplace has higher levels of bias, friction due to different cultures, unskilled use of management power, and organizational systems that do not ensure equity.

This course not only teaches the relevant laws and policies in accordance with the Equality Act of 2010, but also the tools to develop respect skills to support great relationships with co-workers – and create high-performing teams.

This Course Teaches

- How to use the Workplace Color Spectrum to identify conduct from healthy and respectful to toxic and unlawful
- Ways to develop your respect skills to become intentional in your actions and navigating social dynamics.
- What behavior crosses the line into unlawful harassment and/or discrimination and the laws that apply.
- The policies and procedures for reporting and/or addressing inappropriate conduct

Interactive survey questions in the course give employers real insight into strengths and vulnerabilities in the organization regarding respect issues. Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 50 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Preventing Workplace Harassment Australia

In Australia, employers are now legally required to take proactive steps to prevent workplace harassment — not just respond when it happens. With the 2022 Respect@Work amendments and the introduction of a “positive duty” under the Sex Discrimination Act, organizations must go beyond policies and complaints systems. They must take meaningful action to eliminate harassment, discrimination, and hostile workplace environments before they occur. Our training helps ensure your workplace meets these expectations—while building a culture of respect, inclusion, and psychological safety.

This Course Teaches

- How to use the Workplace Color Spectrum to identify conduct from healthy and respectful to toxic and unlawful
- Ways to develop your workplace respect skills to become more intentional in your actions and navigating social dynamics
- How to identify what crosses the line into unlawful harassment and/or bullying, and the laws that apply
- The policies and procedures for reporting and/or addressing inappropriate conduct

Interactive survey questions in the course give employers real insight into strengths and vulnerabilities in the organization regarding respect issues. Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 45 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

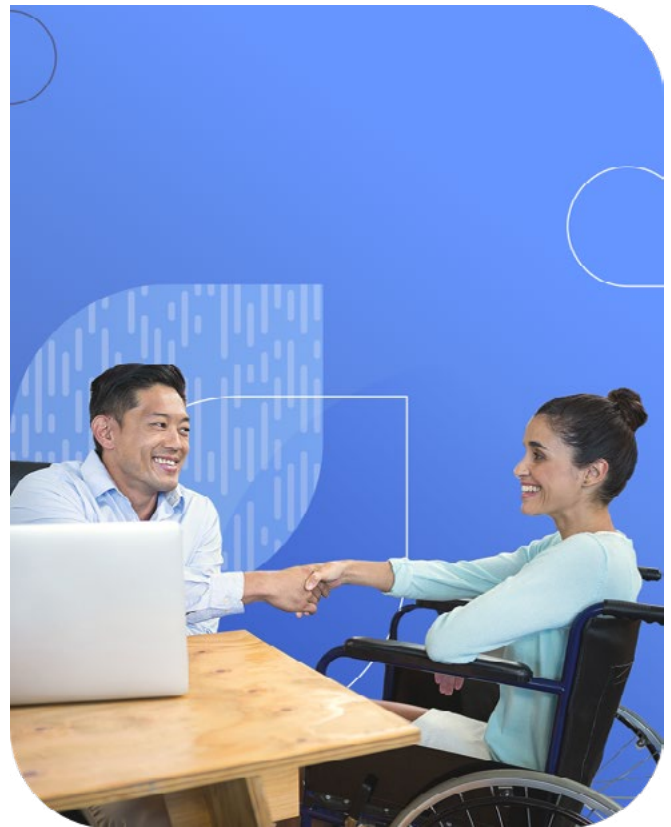
Disability Protections (ADA)

Individuals with disabilities are an important segment of our workforce. But without proper guidance, it's easy for managers to make mistakes as they manage qualified individuals with a disability. In this course, we'll address the protections of the U.S. Americans With Disabilities Act as well as the Canada's Employment Equity Act.

This Course Teaches

- What is a disability?
- Who is a qualified individual with a disability?
- What constitutes an 'essential job function'?
- How to establish an interactive process and meet reasonable accommodation requirements.
- What does inclusive hiring entail?
- When to take disciplinary action as it pertains to employees with disabilities.

Live action video workplace scenes show learners how inclusion and belonging issues play out at work. We also ask learners to choose a personal commitment on what they can do to make inclusion a priority. Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes (Manager Only)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Conflict Resolution

Like it or not, some degree of conflict is part of the human condition - and a part of every workplace environment. Effective conflict resolution reduces distraction, increases performance and gives employees confidence that their concerns will be heard, taken seriously, and fairly addressed.

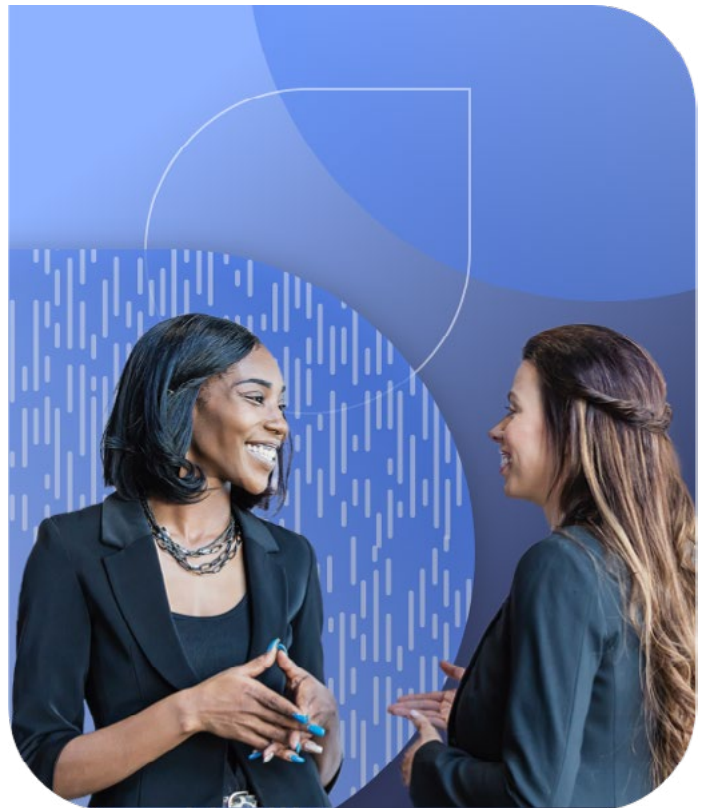
This Conflict Resolution course presents productive ways to manage workplace conflict. Learners will be provided with five easy-to-remember steps for recognizing and managing workplace conflict.

This Course Teaches

- Step 1: How to take a moment after conflict occurs.
- Step 2: How to think through a conflict rather than just reacting.
- Step 3: How to share and be open with the other person in the conflict.
- Step 4: How to follow through in resolving conflict.
- Step 5: How and when to ask for help in resolving conflicts.

Learners will also see how to prevent or de-escalate unhealthy conflict before it leads to more serious problems.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 20 Minutes (Manager & Employees)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Coaching & Mentoring

Wisely managing and developing team members is essential in today's business environment. And that makes learning how to coach and mentor an essential modern work skill.

Coaching and mentoring is often a critical step in bringing new hires onboard and acclimatizing them to your culture, processes, and expectations. It can help high-performing employees advance their skills and commitment to the organization – and help average or low-performing employees become more productive. And it improves the function of the team, department and entire organization.

This Course Teaches

- SMART framework for coaching and mentoring.
- How to compare actual performance against goals.
- How to explore options to enhance professional development and performance.
- How to create a specific written plan as a guide for future advancement

Your learners will see how they can make an even bigger impact – for their teams and teammates.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes (Manager Only)

Languages

- English and translatable

Audiences

- Anyone expected or in a position to mentor and develop teammates

Admin Optional Timer

[Learn More](#)

Workplace Violence

Emtrain's Workplace Violence Prevention Training is specifically designed to meet the CA SB 553 and NY Retail Worker Safety Act SB S8358C training mandates.

This course equips employees to identify, report, and respond to potential violence, from early warning signs to active shooter incidents.

This course is also appropriate to address Workplace Violence to all employees as a best practice, while meeting these important regulatory requirements in California and New York.

This Course Teaches

- The legal definition of workplace violence and its various types.
- How to identify potential hazards and assess the risks in your work environment.
- What warning signs and red flags in behavior that may indicate potential violence.
- Emergency response protocols, including de-escalation techniques.
- Policies, procedures, and resources for preventing and responding to workplace violence.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes (Manager & Employees)

Languages

- English and translatable

Required Program Elements

- PDF of, or link to, your written workplace violence plan for acknowledgment

Admin Optional Timer

[Learn More](#)

Drug and Alcohol Awareness

This is a general course to teach people how to spot the signs of drug and alcohol use, including how to use the reasonable suspicion standard and how and where to report their concerns.

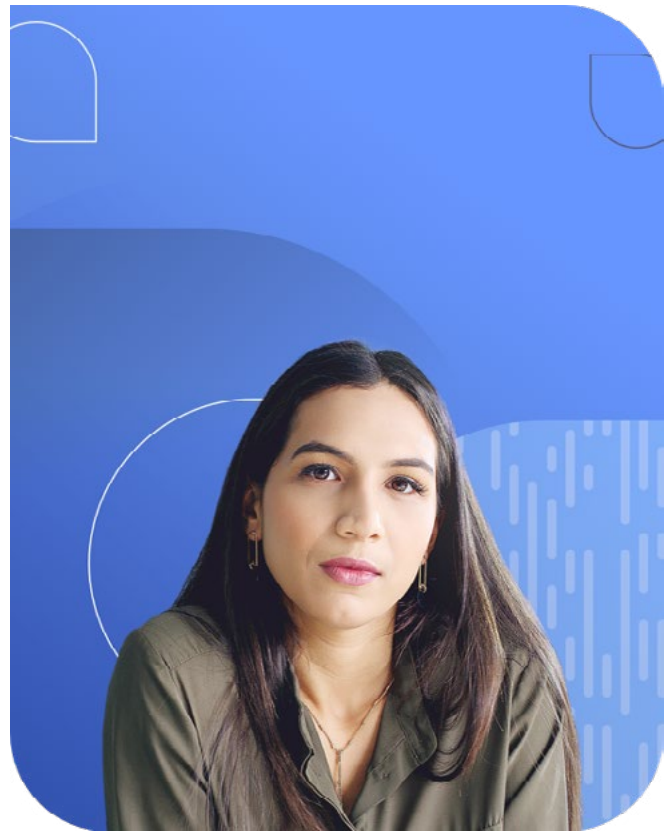
It identifies common signs of drug and alcohol use, the reasonable suspicion standard, how to document specific concerns relating to suspected drug and alcohol use and how and where to report concerns of drug and alcohol use.

This Course Teaches

- Negative effects of drug and alcohol use.
- How to spot signs of drug and alcohol abuse.
- What is the reasonable suspicion standard?
- How to document and respond to work-related issues stemming from drugs and alcohol.
- How to report drug and alcohol-related concerns.
- Do's and don'ts and how to avoid enabling.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 20 minutes (Manager) and 10 minutes (Employee)

Languages

- English and translatable

Audiences

- A PDF of, or link to, your written workplace violence policy for acknowledgment

Admin Optional Timer

Workplace Safety

While OSHA and other applicable laws require employers to provide a safe workplace, workplace safety is more than just a legal matter. A safe workplace increases employee satisfaction, enhances performance, limits liability, and avoids costly conflict and distraction.

This is a general course to teach people the basics of workplace safety including common safety issues, the employer's safety program (if applicable), reporting injuries, office ergonomics, and workplace violence.

This Course Teaches

- Common workplace safety issues and basics of employer's workplace safety program, if applicable
- How to spot workplace ergonomic issues
- How to spot and respond to signs of workplace violence
- How to respond to an active shooter situation
- The importance of reporting and your policies

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 20 Minutes (Manager & Employees)

Languages

- English, French Canadian and translatable

Required Program Elements

- PDF of, or link to, your written workplace violence policy for acknowledgment

Admin Optional Timer

Equal Employment Opportunity

There's nothing more important in terms of human capital management than operationalizing equity throughout the employee life experience. The only way to operationalize equity is to get everyone - employees and managers alike - on the same page and understanding how to make decisions that are applied uniformly and constantly across employee demographics, and based on business needs - not personality issues.

This Course Teaches

- The definition of unlawful discrimination
- Common situations in the employee experience that are prone to discrimination
- Conducting an equitable recruitment and hiring process
- Conducting an equitable career development process
- The situations that often give rise to retaliation
- The manager's role in creating an equitable employee experience
- Affirmative action for government contractors
- Reporting, investigations and workplace policies

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 mins (Employee)
- 45 mins (Managers)
- 50 mins (Federal Contractors)

Languages

- English and translatable

Additional Optional Timer

[Learn More](#)

FLSA & Wage & Hour Laws

Wage and hour protections are fundamental to all employees and it's vital for both managers and non-managers to understand the rights and protections afforded under wage and hour law.

This Course Teaches

- The basics of wage and hour protections
- The difference between exempt and non-exempt and who qualifies for exempt status
- How to record time properly
- Common mistakes and manager's responsibility
- Meal and rest periods
- California meal and rest periods [for California employees]
- California pay and daily overtime [for California employees]

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- For Managers
- For CA Managers
- For Employees
- For CA Employees

Languages

- English and translatable

Admin Optional Timer

Hiring Skills & Restrictions

Hiring is one of the most important functions of any manager. Who you hire determines your team and the talent of the organization. Recruiting, interviewing, evaluating candidates and then onboarding new employees takes skill and practice to do it effectively, inclusively and respectfully.

This Course Teaches Managers

- Reasons for developing hiring skills
- How to write inclusive job descriptions that don't limit applicant pools
- How to generate diverse pools of candidates
- How to write respectful, inclusive interview questions
- How to apply common evaluation criteria to all candidates
- Onboarding best practices

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 35 Minutes (Manager Only)

Languages

- English and translatable

Admin Optional Timer

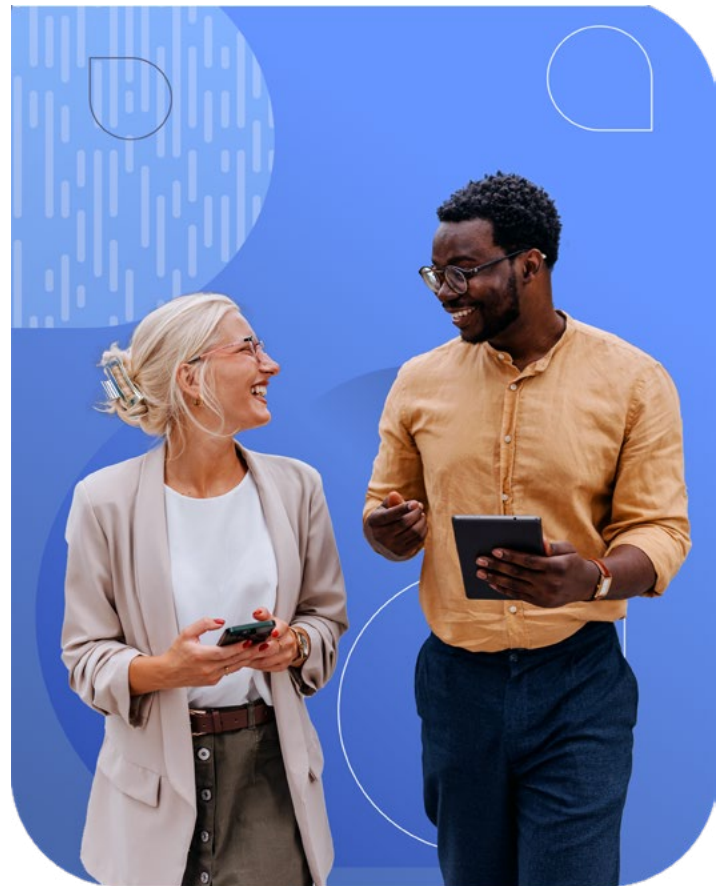
Bystander Intervention

A bystander is someone who witnesses something wrong happening to an individual or group and doesn't do anything about it. An upstander intervenes when an individual or group is verbally or physically attacked or bullied by others and takes action. Being an upstander in the workplace creates belonging and allyship and improves relationships. Emtrain's Bystander Training is designed to meet Chicago's one-hour bystander intervention training requirements.

This Course Teaches Managers

- What it means to be an upstander and why being one is important
- Different methods upstanders can take to intervene in a situation to stop or prevent a bad situation
- Examples of upstander interventions in common workplace situations
- How to create a more respectful and safe workplace

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 60 Minutes (Manager Only)

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Bias Interrupters

This course focuses on 5 common and pervasive patterns of workplace bias, based upon the globally recognized leader of anti-bias research, Joan C. Williams, J.D. Sullivan Professor of Law at the University of California Law SF and Director of the Center for WorkLife Law.

Each lesson delves into one form of bias and has been shown to drive positive change in the workplace.

This Course Teaches

- How to identify 5 types of bias that commonly affect the workplace
- Why these biases exist and the effects they have
- Effective tools to interrupt these biases when you see them
- Additional tips and activities to further the conversation with your peers

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 20 Minutes

Languages

- English and translatable

Admin Optional Timer

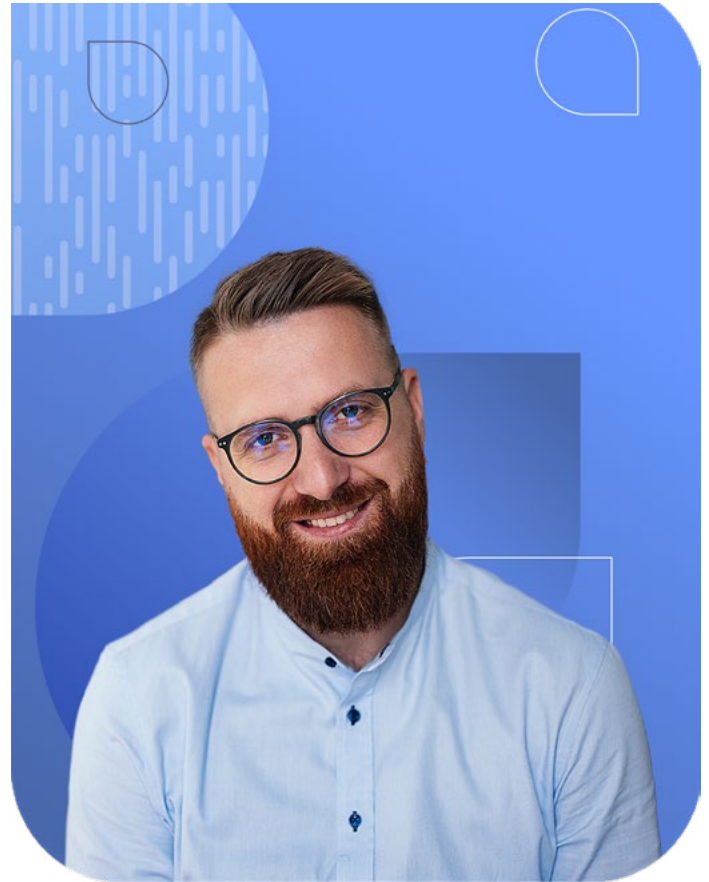
Performance Management

This Performance Management course is designed specifically for people managers. It will equip you with the essential skills to guide your team through every stage of the performance management cycle. You'll learn how to set clear goals, deliver effective feedback, and motivate your employees to succeed.

This Course Teaches

- An appreciation of the leader's role in employee performance and the ROI of systematic performance management
- The critical need for workforce planning to identify the job level, expectations, and specific deliverables for each role
- Best practices for ongoing feedback, including clear written performance feedback
- How to prepare for, calibrate and conduct systematic performance reviews to support employee development and business needs
- The importance and value of partnering with People Operations, Human Resources, or other designated team members to help advise you on best practices in talent management

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 25 Minutes

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Managing Within the Law

Managing people isn't just about performance and culture—it's about making legally sound decisions at every stage of the employee lifecycle. This course gives managers the clarity and confidence they need to lead fairly, consistently, and within the law. Managers are often the first line of defense—and the first point of risk—when it comes to employment law.

From hiring and pay decisions to leave requests, accommodations, discipline, and termination, even well-intentioned actions can create legal exposure if handled incorrectly. **Managing Within the Law** helps managers understand their legal responsibilities without turning them into lawyers, empowering them to make informed decisions, ask the right questions, and partner effectively with HR.

This Course Teaches Managers

- The basics of employee protections in the workplace.
- How to be fair and consistent when recruiting and hiring, promoting, applying discipline, or terminating employees.
- Confidence and skill in navigating disability protections and leave.
- The importance of protecting yourself and your organization by following key regulations and partnering with HR.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

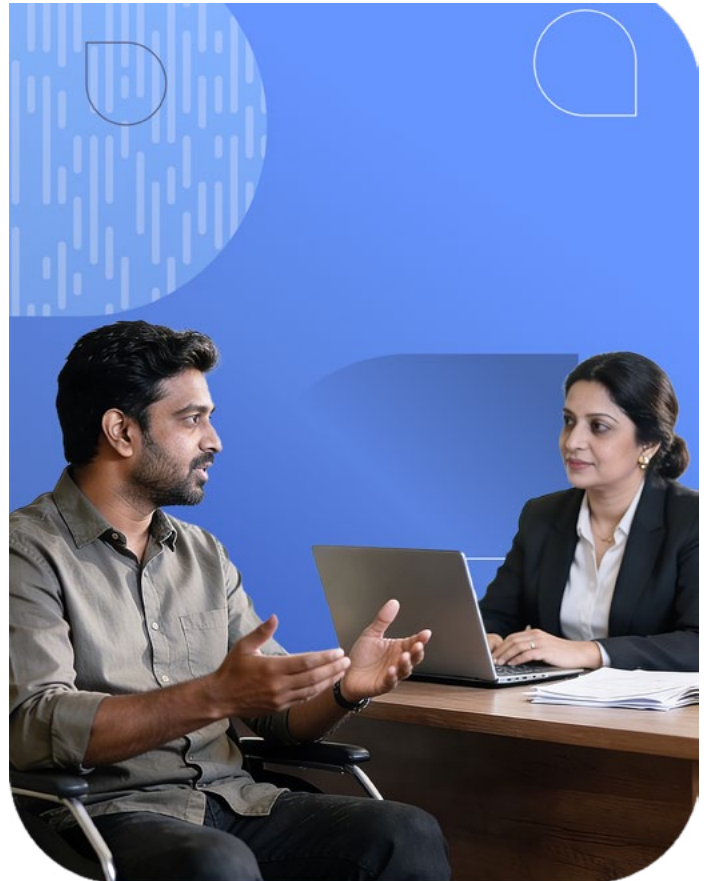
Disability Protections (RPWD)

Individuals with disabilities are an important segment of our workforce. However, without proper guidance, leaders and managers may inadvertently make mistakes when managing qualified individuals with disabilities. This Course provides insights into India's Rights for Persons with Disabilities Act, 2016 (RPWD), training learners on how to uphold their protections effectively.

This Course Teaches

- The legal definition of disability and who is considered a "qualified individual."
- Core responsibilities from marginal tasks to evaluate performance and potential fairly.
- A practical guide to collaborating with employees to find and implement effective reasonable accommodations.
- How to ask appropriate interview questions and manage performance issues with legal and ethical clarity.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes

Languages

- English and translatable

Admin Optional Timer

[Learn More](#)

Microlessons

Respect & Workplace Harassment

[Learn More](#)

Microlesson	Content Description
Social Media Harassment Duration: 3 min	If a co-worker's conduct after-hours feels inappropriate, that's not just a personal problem. It's a work problem, too. This includes online activities, too, like texting and commenting on social media. Here's what to do if a co-worker crosses a line.
Emotional Intelligence at Work Duration: 3 min	Using emotional intelligence helps everyone make better decisions and take positive actions. These are key elements to a healthy workplace culture.
Social Media Drama at Work Duration: 2 min	An employee is afraid to ask for an accommodation for his disability due to all the co-worker posts on Facebook that are negative towards the disabled.
Navigating Harassment from Clients Duration: 4 min	We demonstrate when managers learn that an employee is being harassed, their first instinct is to get that employee out of the situation. While that's critical, a manager's thoughts and actions can't stop there. A remedy needs to be found that won't disadvantage the victim of inappropriate conduct.
Minimizing Gossip at Work Duration: 4 min	Employees vent and gossip after receiving an assignment and news that a coworker struggling with a mental health challenge will be out of the office. This kind of conduct can cross the line and violate our policies and the law.
Power Implications and Off-Duty Conduct Duration: 4 min	This microlesson illustrates the power dynamics that carry over into after-hours work functions and explains that certain requests from managers can lead to a harassment situation.
When Workplace Jokes Go Over the Line Duration: 3 min	Some jokes can potentially violate policies of inclusion and respect or count as harassment, without employees even realizing it. If an employee missteps or hurts someone's feelings, the best thing to do is acknowledge it and apologize.
Social Intelligence as a Work Skill Duration: 3 min	In this microlesson, we acknowledge that as humans, we all have blind spots. The lesson shows a colleague voicing her opinion to a close colleague about her personal choices, making everyone in the room uncomfortable.

Microlessons

Respect & Workplace Harassment

[Learn More](#)

Microlesson	Content Description
Responding to Recruitment Harassment Duration: 3 min	This microlesson illustrates an inappropriate situation between a recruiter and a candidate, and a manager's poor response to the potential harassment complaint.
Video Meeting Best Practices Duration: 5 min	This lesson outlines some common missteps and culture fails that video conferencing can bring up and provides tips on how to effectively communicate your interest and commitment to the video call.
Effective Email Communication Duration: 4 min	In this microlesson, we provide the do's and don'ts of email communication among employees and when an email is the best form of communication. It includes simple tips on how to organize email messaging for clarity.
Establishing Healthy Norms of Behavior Duration: 4 min	In this microlesson, we demonstrate what a shared sense of "what's ok" looks like, creating a healthy, respectful workplace. There are rules of the road that keep everyone on track - and ensures that everyone understands expectations.
Effective Use of Team Chat Apps Duration: 4 min	Daily workplace communications are the building blocks of working relationships. We provide guidance on the importance of empathy and intentionality when using messaging apps, and tips for reducing unnecessary friction created by differing communication styles.
Using Proper Pronouns Duration: 5 min	We explain the importance of proper pronoun usage and provide employees with examples for how to politely and respectfully ask someone for their preferred pronouns.
Creating a Trans- Inclusive Workplace Duration: 6 min	We educate employees and managers on how to mitigate unconscious bias and what steps everyone can take to make your workplace transinclusive. The lesson, intended for managers, provides data about transgender unemployment, tips for inclusive recruiting and hiring practices, and covers topics such as deadnaming and trans allyship..
Coming Out Duration: 6 min	As social values and norms change, more and more people are coming out. But not all people are ready to come out, especially at work. How can we make our workplaces more inclusive to our LGBTQIA+ coworkers, regardless of whether they are out or not?

Microlessons

Respect & Workplace Harassment

[Learn More](#)

Microlesson	Content Description
<p>Uplifting LGBTQIA+ Voices Duration: 8 min</p>	<p>Becoming a better ally starts with listening to LGBTQIA+ people about their experiences. Educate your workforce on some of the trials and tribulations that these individuals face on a daily basis, and become better accustomed to the language.</p>
<p>Accessibility for Ontarians with Disabilities (AODA) Duration: 12 min</p>	<p>This microlesson is a brief summary of the rights and expectations to provide accessibility to people in Ontario with disabilities. It covers the basics of the law, explains what qualifies as a disability, and provides some examples of qualified disabilities.</p>
<p>Creating More Respectful Interactions Duration: 3 min</p>	<p>In this microlesson, we model how managers can provide instant feedback in a non-confrontational way when they see disrespectful behavior.</p>
<p>Managing Our Frustrations Duration: 3 min</p>	<p>This microlesson illustrates how we can hold each other accountable for our behavior, and de-escalate heated conversations.</p>
<p>Blindspots & Inappropriate Behavior Duration: 5 min</p>	<p>In this microlesson, we illustrate how co-workers can provide instant feedback in a non-confrontational way when they see inappropriate behavior.</p>
<p>Ethnicity and Stereotypes Duration: 3 min</p>	<p>This microlesson shows how one colleague “typecasts” another employee based on their background, creating an uncomfortable and awkward interaction.</p>
<p>Bullying & Aggressive Behavior Duration: 3 min</p>	<p>This microlesson helps the workforce understand, identify and measure aggressive, bullying behavior in the workplace..</p>
<p>Appreciating Hierarchy in Decision-Making Duration: 4 min</p>	<p>In this skill-building microlesson, we illustrate the different styles of leadership, decision-making, and team structures when working cross-culturally.</p>

Microlessons

Respect & Workplace Harassment

[Learn More](#)

Microlesson	Content Description
Adapting to Direct and Indirect Feedback Styles Duration: 5 min	In this skill-building microlesson, learn about the different feedback styles and how to align your communication with various cross-cultural differences.
Saving Face: Framing Cross Cultural Communications Duration: 5 min	In this skill-building microlesson, we teach employees and managers how to frame conversations to align with different social and cultural needs to create a successful collaboration.
Cultural Cues for Quality Conversations Duration: 5 min	In this skill-building microlesson, learn how to structure and frame your communication to be culturally inclusive and build the skill of facilitating input.
Tug of War Bias Duration: 3 min	In this skill-building microlesson, we help learners identify sources and patterns of unproductive conflict between women, people of color, and other members of non-dominant groups, and what to do about it.
Tightrope Bias Duration: 4 min	In this skill-building microlesson, we help learners to identify “tightrope” bias and understand how stereotypes affect advancement opportunities for women, people of color, and other “out-group” members.
Racial Stereotypes Duration: 4 min	In this skill-building microlesson, we illustrate how individuals experience racial stereotyping and microaggressions in performance assessments and how to address it.
Prove It Again Bias Duration: 4 min	In this skill-building microlesson, we help learners to identify and mitigate “prove it again” bias by understanding how gender and racial bias impact hiring and promotion decisions.
Maternal Wall Bias and the Motherhood Penalty Duration: 4 min	In this skill-building microlesson, we show how outdated ideas about motherhood and gender roles create barriers to women’s well-being and advancement in the workplace.



Ethics and Compliance

Code of Conduct

Your Code of Conduct is more than a set of rules - it's a statement and a concrete commitment to a set of business conduct standards that supports your mission, values, and culture.

This course helps employees understand what your Mission, Values and Code of Conduct are — and the important role they play in defining who you are as an organization. But this course goes further. Even the best Code won't create a healthy workplace culture on its own. It has to inspire and be supported by “culture” skills. So we introduce learners to four foundational skills they need to build a thriving work culture.

This Course Teaches

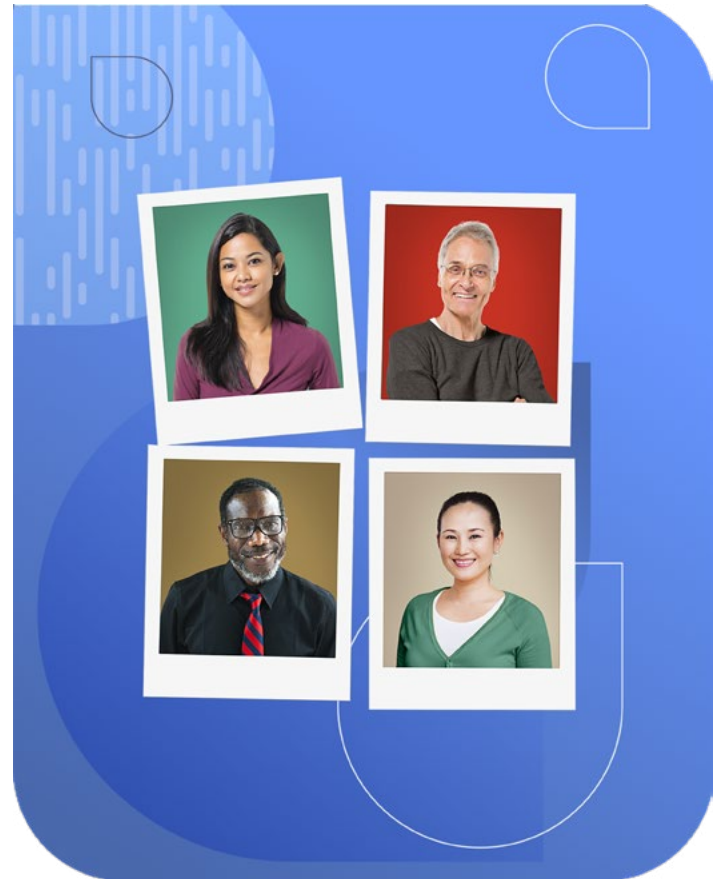
- How to develop accountability and build our decision-making skills
- Key Code topics that are particularly important to your organization, including what is acceptable behavior and what isn't.
- How to understand our Code and Conduct and how it pertains to our values and the laws.

This course also includes short, 3-4-minute summaries of key Code topics. Include the topics that make sense given your audience and industry.

Exclude the ones that don't.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- Standard - Off the Shelf (40 minutes)
- Tailored - Full (30-62 Minutes)
- Tailored - Lite (40-43 Minutes)

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written Code of Conduct for acknowledgment

Tailored Elements

- Video or written introduction by your CEO or other leader
- Your Mission Statement and Values
- Client-specific guidance on reporting
- Ability to choose from a selection of Key Code Topic Lessons

Antitrust Compliance and Competition

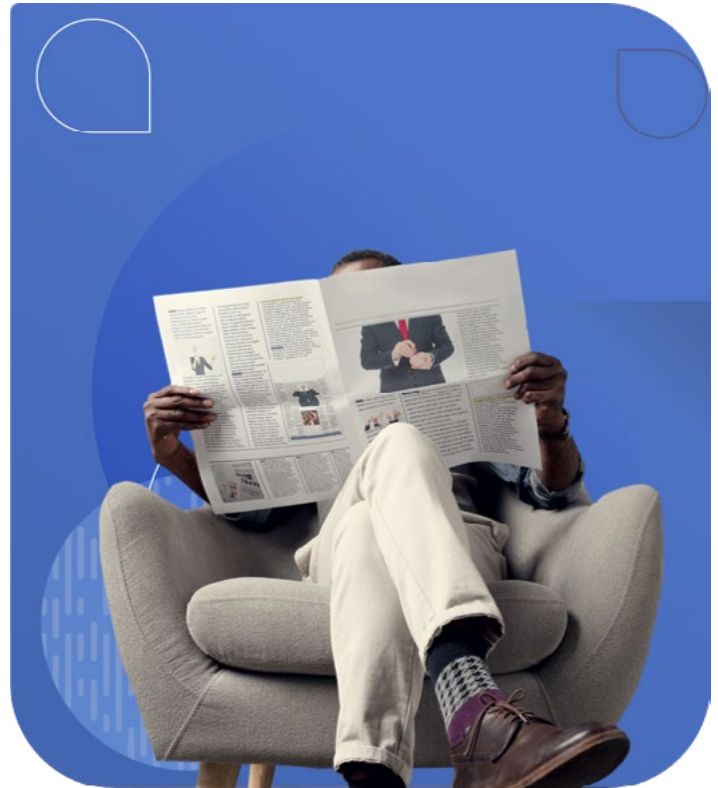
Violations of antitrust and competition laws can lead to costly investigations, lawsuits, enforcement actions and – ultimately – expensive penalties and even prison for the individual and business leaders involved.

But while the risks are clear, the laws are broad and encompass areas and conduct that they rarely intuitively understand. Sometimes even the appearance of anti-competitive conduct can lead to investigations, lawsuits and distractions.

This Course Teaches

- Provides learners with an overview of competition law principles and explains common mistakes.
- Uses live action video scenarios, engaging animations and interactions, and straightforward language to translate antitrust principles for today's worker.
- Gives learners the kind of useful guidance and instruction that they can absorb and apply in their day to day work and interactions with competitors.
- Provides employees the guidance on and access to your competition rules and your policies.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 25 Minutes (Manager & Employees)

Languages

- English, French Canadian and translatable

Required Program Elements

- PDF of, or link to, your written workplace violence policy for acknowledgment
- Your organization's logo

[Learn More](#)

Conflict of Interest

Conflicts of interest have become a fact of life as work and personal lives become more intertwined.

And today they're more important than ever - impacting your workplace culture, reputation, and brand.

This is one area where everyone in your organization needs to understand the rules of the road and your organization's expectations.

This Course Teaches

- What conflicts of interest are and how they can influence decision-making and reputation.
- How even the perception of a conflict of interest can hurt the trust and reputation of the people involved.
- Common conflicts of interest related to personal ties, financial interests, and outside activities.
- Practical guidance - particularly to those who may assume that a conflict of interest automatically means they've done something wrong.
- Through live action video workplace scenes that show learners how these issues can be raised and often easily resolved.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes (Manager and Employee)

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written bribery policy for acknowledgment

Optional Program Elements

- A PDF of, or link to, your written nepotism policy
- A PDF of, or link to, your written outside employment policy
- A PDF of, or link to, your written gifts and giving policy

Admin Optional Timer

[Learn More](#)

Cyber Security

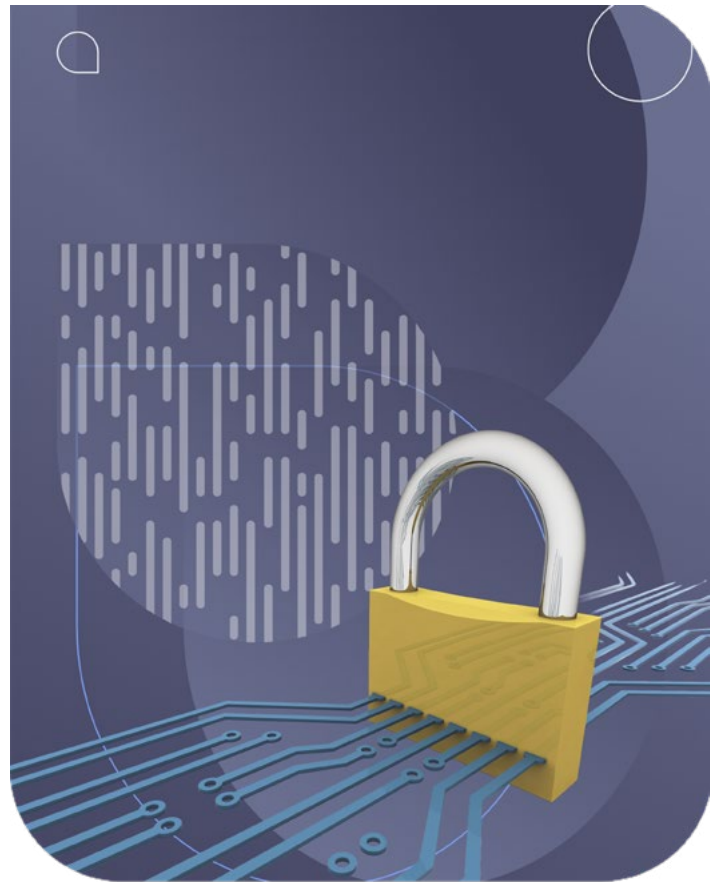
Cyber security is arguably the largest enterprise risk today and every employee is a target. One significant cyber security breach can put your entire operation at risk, and your security program is only as strong as each employees' understanding of the risks and their safe practices.

Your employees will be trained in today's most critical security topics, from phishing and AI-powered attacks to ransomware, remote work risks, and incident reporting, giving employees the knowledge and skills to protect themselves and their organization.

This Course Teaches

- How to recognize common cyber threats including social engineering, phishing, malware, ransomware, and AI-powered attacks.
- Security best practices for passwords, authentication, data protection, and safe internet usage.
- How to identify and verify suspicious communications, deepfakes, and manipulation attempts before responding.
- Proper incident response procedures — including immediate reporting, evidence preservation, and cooperation with security teams.
- Organizational security policies and employee's role in protecting company assets and data.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes (Manager & Employees)

Languages

- English and translatable

Required Program Elements

- PDF of, or link to, or link to, your written cyber security policy for acknowledgment

[Learn More](#)

Global Anti-Bribery & Corruption (FCPA)

Global Anti-Bribery and Corruption is designed to help employees understand the basics of global antibribery laws. Basic concepts, pitfalls and strategies are explained through practical, realistic work scenarios and easy to understand language.

All new videos and content teach learners how to spot which business transactions and situations could potentially violate the Foreign Corrupt Practices Act (FCPA), the United Kingdom Bribery Act (UKBA) and corresponding legislation in China, Russia, Brazil and India.

This Course Teaches

- The definition of global bribery and its impact on societies, organizations, and stakeholders.
- How to identify and avoid common situations that lead to bribery issues.
- How local third party should — and should not — be used. -
- The book and record provisions of global anti-bribery laws.
- Red flags suggesting that bribery may be an issue.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 30 Minutes (Manager and Employee)

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written bribery policy for acknowledgment

Optional Program Elements

- A PDF of, or link to, other policies for reference or acknowledgment, including:
 - Gifts and Entertainment
 - Expenses
 - Books and Records

Admin Optional Timer

Global Data Privacy

If your business tracks any type of personal information through products, services or promotion, global data privacy rules apply.

This course teaches the concepts around personal information, the overarching privacy principles, global regulations and enterprise obligations and other key concepts.

This Course Teaches

- What data privacy is, what data security is and what personal information is.
- The sources of data privacy rules, including employer policies, contracts, U.S. law and laws in the European Union.
- What Fair Information Protection Practices (“FIPPs”) are and the role they play in the U.S. and around the globe.
- What the European Union’s General Data Protection Regulation is, who it applies to and what it requires.
- What Binding Corporate Rules and Model Contract Clauses are.
- The penalties and consequences of mishandling personal information.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 30 Minutes (Manager & Employees)

Languages

- English, French Canadian and translatable

Required Program Elements

- A PDF of, or link to, your written Privacy Notice, Response Procedures for a Security Incident, Response Procedures for a Data Breach and Data Privacy Policy

Admin Optional Timer

[Learn More](#)

HIPAA

Understanding and correctly applying requirements related the Health Insurance Portability and Accountability Act (HIPAA) is critical for any organization collecting, using, handling and storing healthcare-related information.

This Course Teaches Managers

- What is HIPAA and what does it attempt to do?
- What are covered entities, business associates, and sub-business associates?
- What is PHI and ePHI?
- What is the Privacy Rule and what does it require?
- Patient access to health records
- What is the Security Rule and what does it require?
- Security incidents and HIPAA violations
- Reporting requirements
- The role of state laws
- Common violations and precautions

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 60 Minutes (Manager Only)

Languages

- English and translatable

Admin Optional Timer

[**Learn More**](#)

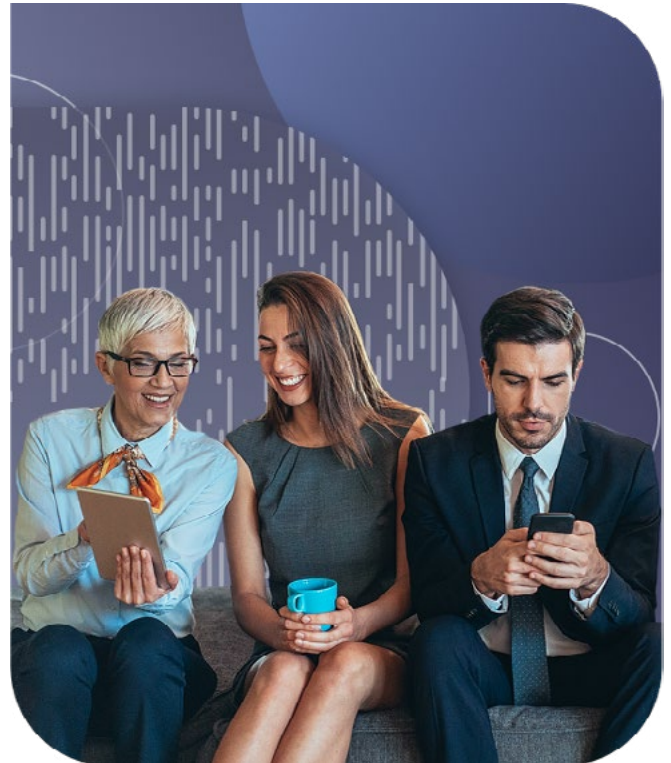
Insider Trading

Insider trading is a crime - and an insidious threat to the operation, reputation, and culture of your organization. This is designed for corporate executives, service professionals (law, finance, accounting), and all workers with access to business information that is not easily available to the general investing public.

This Course Teaches Managers

- What is “inside information?”
- Where do people get inside information?
- What is a duty of trust?
- The basics of tipping
- How tipping happens and can lead to trouble for friends and family
- How mishandling confidential information can lead to enterprise risk, even if the conduct does not amount to insider trading
- The rules around trading windows
- Information about organizational policies and restrictions

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain’s innovative Ask the Expert feature gives learners direct access to course experts.



Course Version

- 35 Minutes (Managers & Employees)

Languages

- English and translatable

Admin Optional Timer

[**Learn More**](#)

Global Trade Compliance

An introduction to US global trade laws and regulations. Help learners understand what qualifies as an export and identify which government agencies regulate them. Review export control restrictions, red flags, and the roles and responsibilities of your organization and employees.

This Course Teaches Managers

- The definition of an export under global trade laws.
- Which government agencies regulate exports.
- The three types of export control restrictions.
- The roles and responsibilities to comply with export regulations.
- Red flags and common situations that may indicate a violation of regulations or sanctions.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 30 Minutes (Managers & Employees)

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written global export trade policy for acknowledgment

Admin Optional Timer

Whistleblower Training

We're all affected when there's crime, misconduct, or fraud within the business. That's why whistleblowers are crucial to stopping or preventing potential problems. They are the single most effective source of information in detecting corporate fraud and crimes.

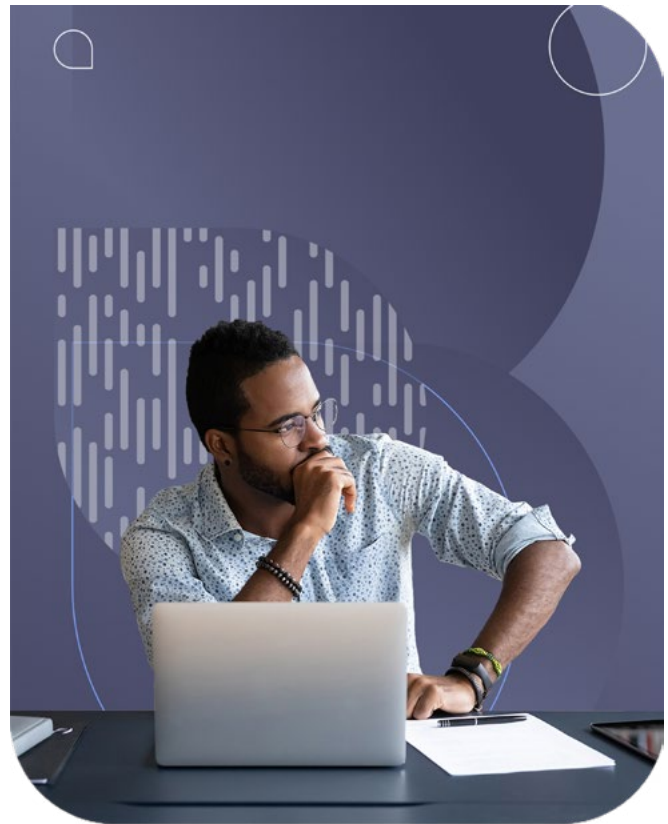
This course reviews the basics of whistleblowing — what defines a whistleblower and why are they important to our society? Review the legal elements of whistleblowing, including when and how to report a concern.

This Course Teaches Managers

- The importance of whistleblowers to our society.
- Who is a whistleblower and why.
- The situations when people should report fraud or other organizational problems.
- Our process and policies for reporting.
- How to foster a “speak-up” culture to stop problems at the earliest opportunity.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 15 Minutes

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written whistleblowing policy and reporting hotline for acknowledgment

Admin Optional Timer

Anti-Money Laundering

In today's global economy, organizations must be vigilant against financial crimes like money laundering, which can expose businesses to legal risk, reputational damage, and regulatory penalties. Laws and regulations require all employees—not just compliance teams—to recognize suspicious behavior and play an active role in protecting the integrity of financial systems. Our training supports your team with the knowledge and tools to stay compliant and act responsibly.

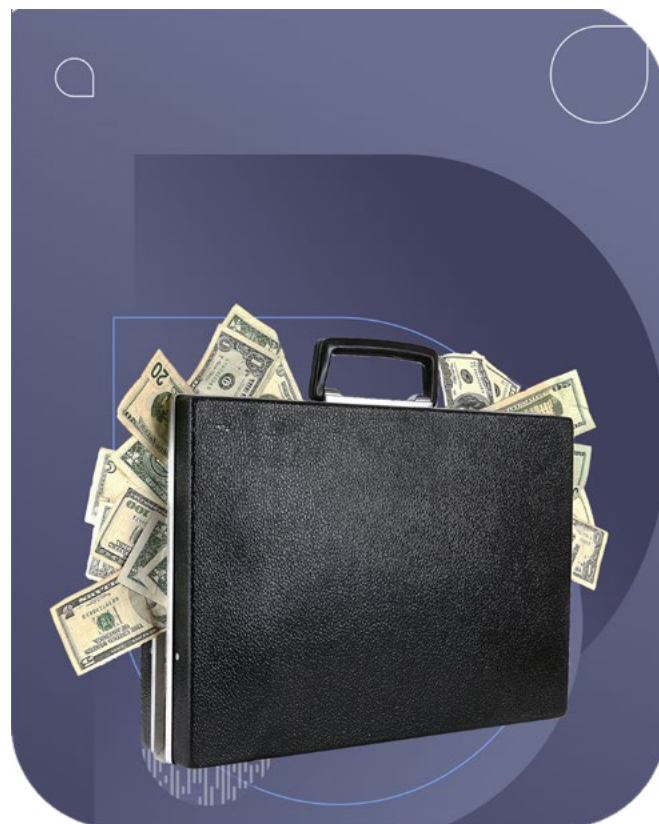
Emtrain's Anti-Money Laundering (AML) course equips learners with a clear understanding of how money laundering works, its broader impacts, and the laws designed to stop it. The course outlines Know Your Customer (KYC) requirements, explains how to identify red flags, and reinforces your organization's policies for documentation and reporting. Learners gain practical skills to help prevent money laundering and support regulatory compliance.

This Course Teaches Managers

- The definition and process of money laundering, its impact, and the laws and regulations that govern it.
- The framework around Know Your Customer (KYC) regulations and requirements.
- How to recognize suspicious activities and red flags.
- Your organization's anti-money laundering policy as well as record-keeping and suspicious activity reporting requirements.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 15 Minutes

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written anti-money laundering policy for acknowledgment

Admin Optional Timer

AI Governance

This essential AI Governance course is for all employees and provides a crucial overview of how to manage the risks and opportunities of AI, with a specific focus on safeguarding our company's intellectual property.

You will learn to navigate the complex legal landscape of AI, protecting key assets like trade secrets and copyrights while adhering to our ethical governance policies.

This Course Teaches Managers

- Which data or material can constitute intellectual property
- How AI uses existing data to train its model so it can spot patterns and generate creative derivative content in response to a prompt or query
- Which AI tools are sanctioned by the company and when to use them
- Your AI governance and acceptable use policy as well as our incident reporting requirements.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 15 Minutes

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written AI Governance and Acceptable Use Policy for acknowledgment

Admin Optional Timer

Protecting Intellectual Property

In today's fast-paced, innovation-driven world, intellectual property is one of our company's most valuable assets. Think of IP as the lifeblood of our organization — it's what makes us unique and gives us a competitive edge. This course isn't just about protecting the company; it's about empowering you with the knowledge to navigate the complex landscape of patents, trademarks, copyrights, and trade secrets.

Whether you're a seasoned researcher, a marketing professional, a software developer, or a member of the administrative team, understanding intellectual property (IP) is crucial.

This Course Teaches Managers

- How to identify the four main types of Intellectual Property.
- Employee's role in protecting the company's IP.
- Recognizing potential IP issues in your daily work.
- When and how to report IP-related concerns.

Interactive polling questions in the course give employers real insight into how learners feel about the concepts and culture skills presented. And Emtrain's innovative Ask the Expert feature gives learners direct access to course experts.

[Learn More](#)



Course Version

- 30 Minutes

Languages

- English and translatable

Required Course Elements

- A PDF of, or link to, your written Intellectual Property Policy for acknowledgment

Admin Optional Timer

Microlessons

Ethics & Compliance

[Learn More](#)

Microlesson	Content Description
Information Security & Human Error Duration: 2 min	How common mistakes can lead to big security breaches, such as getting your work laptop stolen from the inside of a car. Everyone has a role to play in keeping their workplace and information about operations, clients, and customers secure. Everyone's choices matter.
Antitrust & Colluding with Competitors Duration: 3 min	Competition laws can be very strict when it comes to competitors entering agreements where they set prices, the quantity of goods sold, or the quality of available goods. Know how to spot these schemes and respond in a polite, professional, and smart way.
Gifts & Conflicts of Interest Duration: 4 min	Bribery laws include provisions that require people and companies to keep accurate records of their expenses and expenditures overseas. Violating one of these "books and records" provisions can send you to jail, even if you never actually bribed anyone.
Bribery & Expense Reports Duration: 3 min	Bribery laws include provisions that require people and companies to keep accurate records of their expenses and expenditures overseas. Violating one of these "books and records" provisions can send you to jail, even if you never actually bribed anyone.
Potential Conflicts with Nepotisms Duration: 3 min	We frequently turn to our networks to fill positions. But personal relationships can create conflicts of interest. Hiring managers need to take special steps when a friend or family member is among the candidates. How do you support them without having loyalties called into question?
Responding to an Active Shooter Duration: 2 min	Our organization takes our safety seriously. While an active shooter situation is very unlikely to every happen, it's best to know how to respond now.
Ethics Diagnostic Duration: 10 min	Get an assessment of your compliance culture with this new diagnostic survey. Videos set the stage for testing on concepts around trust, accountability, decision making, and norms of behavior.
Encouraging Employees To Speak Up Duration: 5 min	This microlesson models how employees should encourage co-workers to speak up when they have a concern or they experience a problematic situation. We offer learners the tools and language needed to file an objective, factual complaint that will not be met with reprisal.

Microlessons

Ethics & Compliance

[Learn More](#)

Microlesson	Content Description
<p>Modern Slavery Duration: 5 min</p>	<p>Modern slavery happens in workplaces around the world, from human trafficking to forced or bonded labor, or child labor. It is up to all of us to be vigilant, adhere to our policies, and speak up if we suspect exploitation or worker abuse.</p>
<p>Fraud, Waste, and Abuse Duration: 5 min</p>	<p>Introducing learners to the types illegal actions that result in unnecessary costs, misuse of resources, or deceitful practices within the healthcare system.</p>
<p>Talking Politics Duration: 4 min</p>	<p>How do you discuss sensitive or politically charged subjects without causing conflict? Learn simple guidelines for navigating divisive issues in the workplace.</p>
<p>Understanding OFAC Duration: 3 min</p>	<p>Understanding the role OFAC plays in our business transactions and the sanctions put in place that regulate who and where we can do business with, and what types of transactions or activities we can do.</p>
<p>Basic First Aid Duration: 3 min</p>	<p>This lesson provides employees with the fundamental skills and knowledge to handle common medical emergencies and minor injuries. Participants will learn how to assess a situation, provide immediate care, and know when it is critical to call for professional medical help.</p>
<p>Fire Safety Duration: 3 min</p>	<p>This lesson provides essential knowledge on how to prevent fires and respond effectively in case of an emergency. Participants will learn about common fire hazards, the proper use of fire extinguishers, and the importance of creating and practicing a home or workplace evacuation plan.</p>
<p>Manual Handling Duration: 3 min</p>	<p>This lesson teaches employees how to identify risks associated with manual handling and apply safe lifting techniques to prevent injuries. Participants will learn how to assess a load using the TILE method and practice proper body mechanics to protect their physical well-being.</p>
<p>Stress Awareness and Psychological Safety Duration: 3 min</p>	<p>Teach employees to recognize the signs of stress in themselves and others, and explore practical strategies to manage it effectively. Help learners understand the importance of psychological safety and contributing to a workplace culture where everyone feels safe to speak up and be themselves.</p>

Microlessons

Ethics & Compliance

[Learn More](#)

Microlesson	Content Description
Failure to Prevent Fraud (FTPF) Duration: 3 min	An essential overview of the UK's new Failure to Prevent Fraud (FTPF) law, this lesson explains the company's legal obligations and potential risks. It also outlines the critical role each employee plays in preventing fraud and what steps to take to contribute to a safe and compliant work environment.
Open-Source Software (OSS) and Protecting IP Duration: 3 min	Teach employees the best practices for using open-source software (OSS) and external libraries responsibly — focusing on licensing compliance and security vulnerabilities.
Protecting Payment Card Information (PCI DSS) Duration: 3 min	This lesson teaches employees how to protect customer payment card data through PCI DSS compliance, covering what information must be secured and best practices for handling cardholder data safely in their daily work.
Loud Noise Environments Duration: 3 min	This lesson educates employees on identifying hazardous noise levels and the critical importance of consistent hearing protection. Participants will learn how to properly fit earplugs and muffs to prevent permanent noise-induced hearing loss in high-decibel environments.
Tool Safety Duration: 3 min	This lesson provides a comprehensive overview of safe handling practices for both hand and power tools to prevent common injuries like cuts, shocks, and entanglement. Employees will learn how to inspect equipment for defects, utilize proper personal protective equipment, and apply hazard-specific precautions for various tool types.
Ladder Safety Duration: 3 min	This lesson covers essential ladder safety protocols, including proper selection, stable setup, and safe climbing techniques to prevent falls. Employees will learn how to identify common hazards and maintain three points of contact to ensure workplace stability.

Emtrain's Multi-Language and Voice Narration Support

Emtrain leverages machine learning to provide [Courses](#) and [Microlessons](#) in 55+ languages and voice narration for 22 languages, increasing inclusion for diverse, global audiences.

Language	Code	Voice
Albanian	sq	
Amharic	am	
Arabic	ar	●
Bengali	bn	
Bosnian	bs	
Bulgarian	bg	
Chinese (Simplified)	zh	●
Chinese (Traditional)	zh-TW	●
Czech	cs	
Danish	da	●
Dutch	nl	●
English	en	●
English (Canada)	en-CA	
English (UK)	en-UK	●
Finnish	fi	●

Language	Code	Voice
French	fr	●
French (Canada)	fr-CA	●
German	de	●
Greek	el	
Haitian Creole	ht	
Hebrew	he	
Hindi	hi	●
Hungarian	hu	
Indonesian	id	
Italian	it	●
Japanese	ja	●
Korean	ko	●
Malay	ms	
Marathi	mr	
Polish	pl	●

Language	Code	Voice
Portuguese	pt	●
Punjabi	pa	
Russian	ru	●
Slovak	sk	
Somali	so	
Spanish	es	●
Spanish (Mexico)	es-MX	●
Swahili	sw	
Swedish	sv	●
Tagalog	tl	
Thai	th	
Turkish	tr	●
Urdu	ur	
Vietnamese	vi	

Please [reach out to us](#) to see a preview of any of these languages.

Training Calendar for Ethics, Respect & Diversity Leaders

Follow this yearly plan for a well rounded compliance and culture training plan. Effective training requires more than a one-and-done approach. A continuous learning plan will help drive ethical business practices and create an inclusive workplace culture.

Q1

- **Code of Conduct (CEO sharing core values and themes for the year)**
- **Respect/Preventing Workplace Harassment**
- **Cyber security**

Q2

- **Managing Unconscious Bias and other EEO Courses**
 - Preventing Disability Discrimination
 - Wage & Hour Guidance
- **Diversity & Inclusion courses**
- **Data Privacy**

Q3

- **Managing Employees (for managers)**
 - Hiring
 - Performance Management

Q3

- **Ethical Business Practices**
 - Global Anti-Bribery (for multi-national companies)
 - Insider Trading (if business is public, going public, or works with/supports businesses that go public)
 - HIPAA (if business deals with Protected Health Information)
 - Fair Competition / Antitrust (a must for all technology companies!)
 - Managing Intellectual Property (a must for all technology companies!)
- **Microlessons in Ethics, Respect, and Inclusion that address areas in which your organization needs improvement, as highlighted by Emtrain's Insights Report.**

Q4

- **Remedial content to address culture gaps and developing culture skills**
 - Conflict Resolution
 - Communication Strategies
 - Work from Home Best Practices

See your customized Emtrain platform for further recommendations

New Courses & Microlessons Coming Soon...

- Updated Global Data Privacy
- Updated Insider Trading

For additional materials such as training decks, tip sheets, and checklists on the following topics and more, please visit [Emtrain's Resource Center](#)

- Unconscious Bias & Discrimination
- Workplace Inclusion Skills
- Inclusive Interviewing and Hiring
- Communication Strategies
- Performance Management and Providing Feedback
- Safe, Fair Terminations
- Leave of Absence Best Practices
- Remote/Hybrid Work Environments
- How to Understand Decision-Making Processes
- Learning to Intervene with Skill
- How to Monitor for Signs of Exclusion

Interested in learning more about our offerings and customization?

Request a Free Demo

Emtrain's Content Customization

Everything you need to meet your unique training and workplace culture goals while creating an inclusive workplace.

[Contact Us](#)



	What Does It Mean?	Scope of Work
Existing	An Existing customization project is when a client wants to customize an existing piece of content in the Emtrain catalog/content library.	Emtrain will make customizations such as: reordering, adding, deleting, and editing content based off of a marked-up script or a completed form.
Bespoke	A Bespoke customization project is when a client wants to create a net new piece of content either for their company only or for the Emtrain catalog.	Emtrain will create a new piece of content based on an outline provided by the client or collaboration with the client.
Tailoring	A Tailoring project is a non-chargeable project that allows a client to tailor a piece of content utilizing pre-determined card edits to meet their organization's needs.	Emtrain will tailor content based on a completed tailoring form. *Currently, only available for adding client introduction messages, Code of Conduct and Return to Work.






























If you have more questions about Content Customization or partner with our team to create a new [microlesson](#), contact your [Client Success Manager](#) or [Request a Free Demo](#) today!

Solution Pricing With Every Corporate Goal In Mind

Everything you need to meet your unique training and workplace culture goals while creating an inclusive workplace.

[Learn More](#)

Basic Stay legally compliant Check the box for compliance with all the training content you need.	Most Popular Standard Build an inclusive employee experience. Emerge into the world of DEI and people analytics.	Premium Build an inclusive leadership skills & talent. Be a game-changer in the future of work and maintain Respect, Inclusion and Ethics.
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Content			
Mobile-Friendly Learning Environment			
Highly Customizable Content can be customized to match your company Culture and tone through our add-on customization process.			
Foundation Courses Train on DEI, Respect, Ethics and Workplace culture with top-tier video content			
Topical Microlessons Continue to train and engage throughout the year with 3-5 minute video lessons that address timely topics			
Skill-Building Curriculum Build social skills with your employees to change behavior			
Data and Analytics			
Completion & Compliance Reporting			
Social Indicators Performance Track social indicators performance to gauge the status of your workplace culture.			
Social Indicator & Question-Level Analysis			
Recommended Actions Take immediate actions with customized, research based content recommendations to change behavior.			
Risk Indicators (e.g. retention, claims)			
Demographic & Group-Level Analysis View scores by your segments, find out where your hotspots are and roll out targeted training.			
Diversity Survey & Reporting			
Expert Consultation			

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