

Preventing Harassment and Discrimination in the Global Workplace

Course Outline – All Employees
Includes pre- and post-surveys

Module	Learning Objectives	# of Customizable Pages
Building Positive Global Workplaces	<ul style="list-style-type: none">Identify awareness, attitude, and action as three steps toward being an active bystander.	4
Understanding Harassment and Discrimination	<ul style="list-style-type: none">Define harassment and discrimination as it relates to a global workplace.Recognize forms of harassment and discrimination that can happen at work.Differentiate disrespect and bullying from harassment and discrimination.Identify categories commonly protected under the law in various locations.	2
Developing Awareness in Global Workplaces	<ul style="list-style-type: none">Identify awareness, attitude, and action as three steps toward being an active bystander.Define awareness as tuning into what is happening around you and identifying potentially problematic behavior at work.Recognize the effects of implicit bias on the work environment.	2

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Cultivating Positive Attitudes in Global Workplaces	<ul style="list-style-type: none">• Define attitude as how you support, encourage, and maintain a professional work environment.• Describe barriers that prevent employees from engaging in bystander intervention.• Define the bystander effect as the phenomenon by which the more people who witness an incident, the less likely it is that someone will intervene.	2
Taking Action in Global Workplaces	<ul style="list-style-type: none">• Identify ways to take direct action as a bystander.• Identify distract, delegate, and delay as indirect bystander intervention techniques.	2
Working in a Global Context	<ul style="list-style-type: none">• Recognize the need for equity, acceptance, and respect in a global workplace.• Define cultural sensitivity, conflict resolution, and appropriate language use.• Identify ways to communicate effectively with coworkers across the globe.	2

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Conclusion: Global Workplaces	<ul style="list-style-type: none">Identify awareness, attitude, and action as three steps toward being an active bystander.	2