

# Social Media for Managers

## Course Outline – Supervisors

Module	Learning Objectives	# of Customizable Pages
<b>Introduction</b>	<ul style="list-style-type: none"><li>Identify the topics covered in this course.</li><li>Navigate the course.</li></ul>	2
<b>Social Media &amp; You</b>	<ul style="list-style-type: none"><li>Introduce learner to the different types of social media.</li><li>Identify employee rights online and the circumstances that may require manager intervention.</li><li>Identify risks presented by social media to the learner's organization.</li></ul>	3
<b>Using Social Media for Hiring &amp; During Employment</b>	<ul style="list-style-type: none"><li>Identify ways to practice caution when using social media to research prospective hires while avoiding legal liability.</li><li>Introduce boundaries and establish what appropriate behavior on social media should look like during employment.</li></ul>	1

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<b>Social Media &amp; Employment Actions</b>	<ul style="list-style-type: none"><li>Examine the nuances of social media and employment actions.</li></ul>	1
<b>Conclusion</b>	<ul style="list-style-type: none"><li>Receive a summary of the course content.</li></ul>	8