

# eLearning: Dignity at Work

## Who is the course for?

The Dignity at Work eLearning course is designed for all levels of employee.

## What is the course content?

Throughout this course, you will learn about dignity, respect and inclusion, and how to create a safe workplace environment for all staff.





- Equality, diversity and inclusion
- Bullying and harassment
- New legislation on sexual harassment
- Employer liability
- Reporting inappropriate behaviour
- Responsibilities

## What are the learning objectives?

- Understand principles of equality, diversity, and inclusion to foster an inclusive workplace.
- Recognise and address bullying and harassment for a safe and respectful environment.
- Grasp employer liability, responsibilities, and reporting protocols to contribute to a compliant and accountable workplace.

To safeguard workplace harmony, businesses should provide "Dignity at Work" training. This course empowers employees to combat harassment and foster a respectful, diverse, and inclusive environment. By enhancing awareness and skills, it ensures a workplace where dignity is paramount, promoting employee well-being and legal compliance.



-  Approximately 1 hour(self-paced)
-  For staff at any level
-  Enquire for prices
-  **Optional extra:** Post eLearning workshop  
Enquire for prices

# eLearning: Having Good Conversations

This course empowers participants with the necessary skills and knowledge to engage in meaningful, productive conversations.

## Who is the course for?

The Having Good Conversations eLearning course is designed for managers.

## What is the course content?

Throughout this course, you will learn how to build rapport, different questioning techniques and how to listen, ensuring that your conversations are meaningful and effective.

- Building rapport
- Listening
- Questioning
- Feedback
- Difficult conversations
- Unconscious bias

## What are the learning objectives?

- To improve participants' ability to express themselves clearly and effectively in various contexts.
- To build rapport and active listening skills, enabling participants to better understand others' perspectives and respond appropriately.
- To equip participants with strategies for managing conflicts constructively and resolving disputes amicably.



 Approximately 45 minutes (self-paced)

 For staff at any level

 Enquire for prices

 **Optional extra:** Post eLearning workshop  
Enquire for prices