



## DEI Training for the Workforce

### Course Overview:

Diversity encompasses all of the ways that we are different from each other, including factors like race, ethnicity, culture, religion, age, gender, and sexual orientation.

### Learning Objectives

This online course has been designed to educate employees about their role in creating and maintaining a respectful, productive workplace environment, including information about:

- The characteristics of a respectful workplace
- The benefits of diversity and inclusion, to both individuals and organizations
- The concept of culture and how to communicate respectfully with people from different cultural backgrounds
- Personal attitudes and behaviors that reflect consideration for others
- Unacceptable workplace attitudes and behaviors
- How to respond to situations involving unacceptable workplace behaviors, whether as the target, the accused, or a witness
- Practical strategies for supporting an inclusive workplace environment

### Course Duration

This is a self-paced learning experience. Participants can exit and re-enter the course at any time. The time required to complete the course will vary, depending on the learning style and prior knowledge of the individual. On average, most participants will be able to complete the course in 1-2 hours

### The Learning Experience

DEI Training for the Workforce is written in clear, simple language with full-color illustrations and user-friendly navigation. Participants can choose to listen to screen content using the audio option or can turn off this feature and read at their own pace. The experience is highly interactive, with learning activities and scenario-based exercises to reinforce key concepts and engage learners. Participants can contribute feedback and obtain technical support at any time using convenient screen-by-screen icons.

This is a 3-module course. At the end of each module, participants must pass a mandatory test to verify their understanding of the materials. Those who fail can re-test until the required outcome (100%) is obtained. Test questions are randomly selected from a test 'bank' to ensure that re-tests are unique. Upon successful completion of the course, participants will be able to download/print a **Certificate of Completion**. This document will include the participant's name and the date of training.