

## Complying With California's AB 1825: You Can Trust Us For All Your Needs

We are committed to ensuring that our courses meet all current training requirements. California's AB 1825, effective August 17, 2007, establishes new standards for harassment training. Our Preventing Harassment course meets and exceeds all the new requirements and enables you to train your workforce effectively and efficiently.



Following are four key reasons how our training stands out:

### → **Our training authors are experienced experts.**

Our training is created by a group of seasoned employment lawyers, each of whom has more than fifteen years of employment law experience and expert witness experience in harassment and discrimination topics. Further, we collaborate with a team of senior human resource professionals, expert trainers, and instructional course designers to deliver the most relevant, compelling, and memorable learning experience possible.

### → **Our e-learning qualifies as “effective, interactive training.”**

Our training includes the ability to email questions directly to the course trainers. Since this service is required by the regulations, it is included with all our training at no extra charge. Generally, we respond to these “ask the trainer” questions the same day as received, and certainly no later than within two business days. Because we track and store all “ask the trainer” questions per client, we can copy your administrator if requested, and we will alert you to any tricky situations as outlined in a learner email.

Our training also includes questions to assess learning, skill-building activities that assess the supervisor's application and understanding of content learned, and numerous hypothetical scenarios about harassment with discussion questions for the supervisor. We revise our courses and film new vignettes every other year so that learners have new, fresh material each and every training year.

### → **Our litigation timer ensures that each learner spends two hours in the training.**

We recently upgraded our courses to include our litigation timer, which ensures the two-hour training requirement is met as follows:

1. The course timer pauses after two minutes of learner inactivity and resumes with further learner participation.
2. Our timer displays a warning message if a learner proceeds through the material too quickly.
3. A learner cannot receive his or her training verification until the learner has spent at least two hours participating in the course.
4. Our timer calculates how much time each learner spends on each page of the course, and calculates the total time that each learner spends in the course.

In the event of litigation, we can generate reports showing how much time a learner actively participated on any particular page and/or vignette of the course. We do not believe any other web-based training vendor, and certainly no in-person trainer or webinar trainer, can provide comparable litigation-proof timing records evidencing that each and every learner spent at least two hours in a training course.

### → **Our Dashboard makes it easy to track and launch training.**

Our learning management system—the Dashboard—makes it easy for you to launch and track compliance training. Our training management cycle feature enables your administrator to calendar re-training based on an individual tracking system or pursuant to a designated training year. After your administrator sets his or her preferences, the Dashboard will automatically generate the re-training launch, and will remind the administrator to launch the training effort. Our Dashboard also syncs with HRIS systems to automatically make changes to the learners, (i.e., add new learners or suspend inactive learners) to reflect an organization's personnel changes. Further, our system includes a field to track in-person training so you can track and organize all of your training efforts, regardless of format or training author. Lastly, each customer is assigned an account manager and a technical support representative to ensure a smooth launch and training roll-out for each and every training effort.

#### TESTIMONIALS

“We chose this course because it's the most compelling, and they customized it to fit our culture perfectly.”

—Google

#### CONTACT US

See the following page for a detailed list of the new requirements and where they are covered in our course.

## Preventing Harassment in the Workplace: Meeting or Exceeding All AB 1825 Requirements

To comply with California's AB 1825 requirements, we offer a specific California course that covers both California and federal law.

This course is delivered in both English and Spanish and can be translated into other languages as well.



### Course At A Glance



#### OUR COURSE COVERS:

- A definition of unlawful harassment under state and federal law
- Types of conduct that constitutes sexual harassment
- Remedies available for sexual harassment
- Strategies to prevent workplace harassment
- Practical examples and workplace scenes
- The complaint and investigation process
- What to do if a manager is personally accused of harassment

### Below are the AB 1825 requirements and where they are covered in the course:

- A definition of unlawful sexual harassment under the Fair Employment and Housing Act and Title VII of the federal Civil Rights Act of 1964. *Covered in Chapter 3—Harassment Laws & Definition*
- FEHA and Title VII statutory provisions and case law principles concerning the prohibition against and the prevention of unlawful sexual harassment. *Covered throughout the course*
- The types of conduct that constitute sexual harassment. *Covered in Chapter 5—Types of Harassment*
- Remedies available for sexual harassment victims. *Covered in Chapter 15—Liability*
- Strategies to prevent sexual harassment in the workplace. *Covered in Chapter 16—Prevention*
- “Practical examples,” such as factual scenarios taken from case law, news, and media accounts, hypotheticals on workplace situations and other sources which illustrate sexual harassment, discrimination, and retaliation using training modalities such as role plays, case studies, and group discussions. *Covered throughout the course in 13 workplace scenes & 18 case studies*
- The limited confidentiality of the complaint process. *Covered in Chapter 13—Manager’s Response*
- Resources for victims of unlawful sexual harassment, such as to whom they should report any alleged sexual harassment. *Covered in Chapter 14—Our Policy*
- The employer’s obligation to conduct an effective workplace investigation of a harassment complaint. *Covered in Chapter 13—Manager’s Response*
- Training on what to do if the supervisor is personally accused of harassment. *Covered in Chapter 13—Manager’s Response*
- The essential elements of an anti-harassment policy and how to utilize it if a harassment complaint is filed. *Covered in Chapter 14—Our Policy*

COMPLIANCE TRAINING, ONLINE, ON-DEMAND

For more information, contact Beverly McBride at [bmcbride@downeybrand.com](mailto:bmcbride@downeybrand.com).