



# SAI360 Learning Library

## Course Catalog

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## About SAI360

SAI360 creates award-winning training and learning materials that may be used as is or easily configured into purposeful multi-year campaigns aligned with your risks, values, policies, and Code of Conduct.

Everything in our growing collection, outlined in this catalog, is designed to work together. Technologically, we create a unique training experience for your organization using flexible and configurable segments. Strategically, we help plan and implement thematically related touchpoints in your program, connected through data and reporting in our learning management system.

To ensure each online and offline learning experience is right for you, we offer flexible customizations, and completely custom, bespoke options.

Our self-service web-based technology (Editor) gives you direct control to make changes. Our experienced Customer Success Manager team, comprised of certified compliance and ethics professionals (CCEPs) and former in-house compliance professionals, provide hands-on support and guidance to assist with customizing your content and managing your program. They're available to help with Editor, too.

Your dedicated Customer Success Manager will work as an extension of your in-house staff and resources to help develop and implement a sustainable approach to achieving your goals and meeting stakeholder and regulator expectations.

If you have questions about anything in this catalog, or how we can help your ethics and compliance team, please do not hesitate to ask. We look forward to working with you.



# Learning Technology

## Technology to support and measure your success

Effective and mature E&C programs don't just deliver great training. They're carefully designed with customized experiences that change behavior and mitigate risk. We're continually innovating the ways you can host, deliver, personalize and measure your ethics and compliance training to make it more valuable for your learners and align with how your organization operates.

### Powerful Proprietary Technology

- Our Course Player is designed to capture detailed and meaningful data for each learner, no matter the LMS, for the life of your program
- Performance Dashboards aggregate and visualize real-time data, sort and filter it, and identify risks to capture your organization's risk profile and training efficacy
- Our smart and fast self-service course editing tool puts you in control to instantly edit, preview, test, and launch your customized training
- Training in the Flow of Work helps users better understand Conflicts of Interest, while the real-time analytics dashboard equips administrators to respond to potential COI liabilities as they arise across your organization

### Flexible LMS

- While our Course Player and Analytics will work on any LMS, the SAI360 LMS is designed to help you plan and deliver to a global workforce
- Leverage templates and dashboards that streamline the start-to-finish launch and measurement of a key initiative
- Drive engagement and participation with robust email capabilities
- Host any E&C training you use, whether purchased from a vendor or built in-house
- Give employees and third parties a branded and personalized hub to access key resources and information, available in 60+ languages



## Inclusive & Modern Content

- All training and learning content is built with responsive design to function optimally on any mobile device, tablet, or computer
- Our diverse approach to training content includes immersive simulations, gamification, and shorter “micro-learning” offerings
- Courses are compliant with WCAG 2.0 AA level accessibility standards and the US American Disabilities Act (ADA) 508
- Profiling is built into content to ensure everyone in your organization receives the correct training based on their location, role, responsibilities, and prior experiences
- Adaptive learning best practices allow us to take a learner down a specific path based on how they respond and react to certain situations
- Offline Learning materials that include course presentations, facilitator guides, press play videos, and more ensure that quality content is accessible to all learners in your organization

## Hosting & Integration

- SAI360’s training is LMS agnostic, meaning you can use a third-party or in-house LMS instead of SAI360’s to deliver our learning content to your audience
- We support multiple publishing models, including SCORM, to remove any barriers to your program’s success
- Easily integrate with your HR systems to incorporate learner demographic data
- Connect training to policies, automate processes between risk and compliance, conduct better risk assessments and create a real-time view of compliance risk without silos

## We Take Your Data Seriously

### BEST-IN-CLASS DATA CENTERS



### FULL DATA PRIVACY & PROTECTION



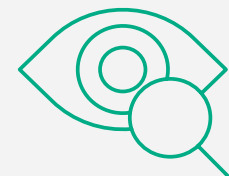
### INDEPENDENTLY CERTIFIED SECURITY



### INDUSTRY-LEADING STORAGE & RECOVERY



### STATE-OF-THE-ART THREAT DETECTION





# Anti-Bribery and Anti-Corruption

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## A SHOW OF APPRECIATION

**Multimedia: Under 5 Min**

Engage learners in an energetic and memorable exploration of concepts using a live-action, hand-drawn style, designed to enhance awareness of anti-bribery and corruption ethics and compliance.

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## ANTI-BRIBERY & ANTI-CORRUPTION: A TALE OF TWO THIRD PARTIES

**Microlearning: 5-10 Min**

Delve into a realistic scenario through dramatic live-action video, highlighting the risks associated with third-party agents in dealings with government entities, and emphasizing the importance of corruption prevention and compliance with anti-bribery laws.

---

## ANTI-BRIBERY & ANTI-CORRUPTION: KNOW YOUR RISK

**Course: 21-30 Min**

Explore the ever-present bribery and corruption risks posed by third-party agents in this engaging interactive course, featuring cinematic video and realistic scenarios, designed to enhance understanding of bribery red flags, compliance with anti-corruption laws, and risk mitigation strategies.

---

## ANTI-BRIBERY: MAKING THE RIGHT DECISIONS

**Course: 31-45 Min**

Connect with learners on a real-life level and embed knowledge through storytelling in this video format course, designed to empower individuals to make ethical decisions and ensure compliance with anti-bribery regulations and corporate governance standards.

---

## ANTI-BRIBERY: SUBTLE BRIBES

**Microlearning: 5-10 Min**

Engage in a short, interactive, high-impact module that employs problem-based learning through real-life scenarios, focusing on identifying and preventing subtle forms of bribery and corruption in business interactions.

---

## ANTI-BRIBERY: THIRD-PARTY AGENTS

**Microlearning: 5-10 Min**

Explore the risks associated with third-party agents in this short, interactive, high-impact module, designed to enhance awareness of bribery red flags, due diligence practices, and compliance with anti-corruption laws.

---

## BLINDSPOT: ANTI-BRIBERY SIMULATIONS

**Simulation: 5-10 Min**

Identify knowledge gaps in anti-bribery and corruption awareness through interactive simulations, designed to simulate the pressure of real-world scenarios and enhance compliance with anti-bribery regulations and corporate policies.

---

## BRIBERY IS EVERYBODY'S PROBLEM

**Microlearning: 5-10 Min**

Understand the risks of bribery and corruption in interactions with third parties through problem-based learning scenarios, emphasizing the importance of ethics training, risk mitigation, and reporting suspected instances of bribery within the organization.

---

## BRIBERY: IT'S MORE THAN A GIFT

**Microlearning: 5-10 Min**

Explore the nuanced nature of bribery through problem-based learning scenarios, focusing on identifying and preventing bribery incidents in unfamiliar legal environments, and ensuring compliance with anti-corruption laws and corporate ethics policies.

---

## BUSINESS PRESSURE & BRIBERY: THE WEAKEST LINK

**Multimedia: Under 5 Min**

Illustrate the risks of bribery and corruption in the supply chain through a chain metaphor in this multimedia asset, designed to raise awareness of the importance of diligence in working with vendors, clients, and third parties to prevent bribery risks and ensure compliance with anti-corruption laws.

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## CHARITABLE CONTRIBUTIONS

**Microlearning: Under 5 Min**

Explore the potential bribery implications of charitable contributions with this scenario-based module, designed to enhance awareness of corruption prevention and compliance programs.

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## COMMERCIAL BRIBERY

**Microlearning: 5-10 Min**

Navigate ethical and legal considerations in commercial bribery situations with this scenario-based module, designed to enhance awareness of corruption prevention and compliance programs.

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## DEALING WITH THE GRAY AREAS

**Microlearning: 5-10 Min**

Recognize and identify bribery in ambiguous situations with this module, focusing on ethics and integrity training to mitigate bribery risk and ensure compliance with anti-corruption policies.

---

## DUE DILIGENCE & THIRD-PARTY AGENTS

**Microlearning: 5-10 Min**

Learn the importance of transparency and compliance with anti-bribery laws and corporate governance policies.

---

## EXCLUSIVE ACCESS CAN BE A BRIBE

**Microlearning: Under 5 Min**

Discover the potential bribery implications of offering or receiving exclusive access in this module, highlighting the importance of transparency and compliance with anti-bribery laws and corporate governance policies.

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## EXTRAORDINARY GIFTS & BRIBERY

**Microlearning: 5-10 Min**

Explore the ethical considerations of receiving lavish gifts in a business context with this scenario-based module, designed to raise awareness of red flags of bribery and corruption and promote compliance with ethics and integrity training.

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## FACILITATING PAYMENTS

**Microlearning: 5-10 Min**

Examine the legality and ethics of facilitating payments in this scenario-based module, emphasizing the importance of anti-money laundering compliance and transparency in financial transactions.

---

## GIFTS & ENTERTAINMENT FOR PUBLIC OFFICIALS

**Microlearning: 5-10 Min**

Navigate the risks associated with offering gifts and entertainment to public officials in this module, focusing on compliance with anti-corruption laws and corporate policies on gifts and entertainment.

---

## GLOBAL ANTI-BRIBERY & ANTI-CORRUPTION (YEARS 1-3)

**Course: 11-30 Min**

Explore various aspects of anti-bribery and anti-corruption laws and scenarios over three years in these configured courses, designed to enhance awareness of bribery risk assessment, compliance programs, and ethics training for employees.

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## JOB OFFERS & BRIBERY

**Microlearning: 5-10 Min**

Examine the bribery implications of offering employment opportunities in this scenario-based module, emphasizing the need for whistleblower policies and compliance with bribery laws.

---

## MAINTAINING ACCURATE BOOKS & RECORDS

**Microlearning: 5-10 Min**

Learn about the importance of transparent expense reporting to prevent bribery in this scenario-based module, emphasizing the significance of compliance with anti-money laundering (AML) regulations and whistleblower policies.

---

## RECOGNIZING & AVOIDING BRIBERY

**Course: 21-30 Min**

Dive into detailed training on recognizing and preventing bribery incidents in this course, focused on compliance with FCPA, UK Bribery Act, and other anti-corruption laws, and emphasizing the importance of whistleblower hotlines and red flags of bribery.

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### SMALL GIFTS CAN ADD UP

**Microlearning: 5-10 Min**

Explore the cumulative effect of small gifts as potential bribes in this scenario-based module, emphasizing the need for thorough risk assessment and compliance with anti-corruption policies and ethics training.

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### SUPERVISING IN SUPPORT OF ABC

**Microlearning: Under 5 Min**

Understand the importance of promoting a culture of compliance in preventing bribery and corruption in this module, focusing on the role of supervisions in maintaining integrity and transparency within teams and compliance with corporate governance standards.

---

### THE ABCS OF ANTI-BRIBERY & ANTI-CORRUPTION

**Microlearning: 5-10 Min**

Dive into the basics of bribery, facilitating payments, and relevant anti-corruption laws worldwide in this course, designed to enhance awareness of compliance programs, whistleblower policies, and red flags of bribery.

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### THE UK BRIBERY ACT

**Microlearning: Under 5 Min**

Recognize the importance of adhering to the UK Bribery Act within the UK or when UK citizens and companies operate abroad.

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### UNDERSTANDING BRIBERY MATTERS

**Microlearning: 5-10 Min**

Course covering the basics of bribery, facilitating payments, and relevant laws worldwide, equipping learners with essential knowledge to recognize and prevent corrupt practices.

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### UNDERSTANDING THE BRAZIL CLEAN COMPANIES ACT

**Microlearning: 11-20 Min**

Module explaining the key aspects of the Brazil Clean Companies Act and best practices for adherence, providing learners with actionable insights into compliance with Brazilian anti-bribery laws.

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### WHAT DO BRIBERY & CORRUPTION MEAN TO ME?

**Multimedia: Under 5 Min**

Animated announcement encouraging participation in anti-bribery training challenging preconceptions, fostering a culture of accountability and integrity within the organization.

---

### WHAT'S THE REAL COST OF CORRUPTION?

**Multimedia: Under 5 Min**

Public service announcement-style video highlighting the consequences of bribery and corruption for individuals, organizations, and communities, reinforcing the importance of ethical conduct in business practices.



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# Anti-Harassment and Discrimination, Diversity, Equity & Inclusion

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## ADDRESSING SYSTEMATIC RACISM IN THE WORKPLACE

**Microlearning:** 11-20 Min

Guide learners on recognizing systemic racism and actionable steps to address it. Enhance organizational awareness and promote inclusive practices with this insightful module.

---

## ANTI-HARASSMENT & DISCRIMINATION (INTRODUCTION)

**Course:** 30-45 Min

This course introduces the suite covering sexual harassment, discrimination, bullying, and anti-LGBTQ issues in the workplace, providing context for fostering a respectful environment and outlining laws and reporting options. Lay the foundation for a culture of dignity and respect with this comprehensive introduction.

---

## ANTI-HARASSMENT & DISCRIMINATION COMPREHENSIVE COURSE (US)

**Course:** Over 60 Min

A configurable course offering an in-depth review of sexual harassment and other discriminatory behaviors, aligning with relevant laws and company policies based on location and role. Equip employees with the knowledge and tools to combat harassment and discrimination effectively.

---

## ANTI-HARASSMENT & DISCRIMINATION: GLOBAL (NON-US)

**Course:** 30-45 Min

Recognize what harassment is and understand how to report sexual harassment. Identify ways to prevent sexual harassment and understand one's role as a supervisor to take all reports seriously.

---

## BULLYING

**Microlearning:** 11-20 Min

Explore identification and prevention strategies for workplace bullying and cyberbullying. Foster a supportive workplace environment by empowering employees to recognize and address bullying behaviors.

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## BYSTANDER TRAINING FOR CHICAGO

**Course:** 46-60 Min

Satisfy Chicago's legal requirement for bystander training through scenario-based learning, teaching bystander roles and ways to diffuse harassment incidents.

---

## CAREFUL COMMUNICATIONS: WORKPLACE SOCIAL MEDIA

**Multimedia:** 5-10 Min

Illustrates the risks of inappropriate workplace social media usage and its impact on team dynamics through a live-action video. Promote responsible social media practices to maintain a positive workplace culture.

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## CONSIDER UNCONSCIOUS BIAS

**Multimedia:** Under 5 Minutes

This short video introduces the concept of unconscious bias.

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## CONSIDER UNCONSCIOUS BIAS: EUROPEAN EDITION

**Multimedia:** Under 5 Min

This short video introduces the concept of unconscious bias.

---

## CREATING AN INCLUSIVE ENVIRONMENT

**Microlearning:** 5-10 Min

Showcase the importance of open discourse and empathy in creating an inclusive workplace environment through scenario-based learning. Foster a sense of belonging and acceptance among employees through inclusive practices.

---

## DEALING WITH BULLIES AT WORK

**Multimedia:** Under 5 Min

Identify and address workplace bullying through a concise explainer video. Empower employees to respond effectively to bullying behaviors and promote a supportive work environment.

---

## GLOBAL ANTI-HARASSMENT & DISCRIMINATION (NON-US)

**Course:** 30-45 Min

Review the topic of sexual harassment and other forms of offensive and discriminating behavior with additional details for profiles in Australia, Canada, India, and Mexico.

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## EMBRACING GENERATIONAL DIFFERENCES

**Multimedia:** Under 5 Minutes

This short video emphasizes the significance of valuing diverse perspectives across generations in the workplace. It's a part of the "Supporting an Inclusive Environment" collection.

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## EMPOWERING AN INCLUSIVE ENVIRONMENT

**Multimedia:** Under 5 Minutes

Using animation, this media piece highlights how understanding personality conflicts and communication styles can enhance teamwork. It offers simple tips applicable at all levels for better workplace dynamics.

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## ETHICAL TIP: BRUTAL HONESTY VS. CONSTRUCTIVE FEEDBACK

**Multimedia:** Under 5 Minutes

Short and animated, these videos offer practical tips for ethical behavior, illustrating the difference between brutal honesty and constructive feedback.

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## ETHICAL TIP: RESPECT: 3 SIMPLE TIPS

**Multimedia:** Under 5 Minutes

These concise animated videos provide practical tips for cultivating ethical habits in daily work life, focusing on the value of respect.

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## ETHICAL TIP: VOLATILE POLITICAL DISCUSSIONS AT WORK

**Multimedia:** Under 5 Minutes

Through animation, these videos offer brief, practical tips for integrating ethical habits into everyday work scenarios, specifically navigating political discussions at work.

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## GENDER IDENTITY & GENDER EXPRESSION

**Microlearning:** 5-10 Minutes

Navigating situations where bias around gender or expression may lead to workplace discrimination or harassment, this module is designed for all employees.

---

## HARASSMENT IN A VIRTUAL WORLD

**Microlearning:** 5-10 Minutes

Exploring how online actions can impact workplace dynamics, this module addresses the intersection of social media and professional conduct.

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## HARASSMENT REPORTING: GLOBAL

**Multimedia:** 11-20 Min

Learn how to report any known or suspected incidents of workplace sexual harassment and offensive behavior, and understand the role everyone plays in maintaining a respectful work environment.

---

## HOW DOES UNCONSCIOUS BIAS HAPPEN?

**Multimedia:** Under 5 Minutes

This video succinctly explains various types of unconscious bias and how recognizing triggers can help overcome them.

---

## IMPLICIT DISCRIMINATION & EMPLOYMENT PRACTICES

**Multimedia:** 5-10 Minutes

Entertaining and thought-provoking, this video serves as a conversation starter on implicit discrimination and its implications in the workplace.

---

## MUTUAL RESPECT: HARASSMENT BY MANAGERS & SUPERVISORS

**Multimedia:** Under 5 Minutes

Using bite-sized animation, this video simplifies complex ideas surrounding harassment by managers and supervisors.

---

## OTHER COMPANIES' EMPLOYEES

**Microlearning:** 5-10 Minutes

This module explores workplace sexual harassment from non-employees, providing insights for managing such situations.

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## PREVENTING A HOSTILE WORK ENVIRONMENT

**Microlearning:** 11-20 Minutes

Examining the characteristics of a hostile workplace, this module highlights the importance of maintaining a respectful environment.

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## PROFESSIONAL BEHAVIOR: MUTUAL RESPECT

Course: 21-30 Minutes

This detailed course aims to raise awareness about professional behavior, focusing on mutual respect in the workplace.

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## PROFESSIONAL CONDUCT: SUPPORTING AN ENVIRONMENT OF RESPECT

Course: 21-30 Minutes

Delivered in a video format, this course uses storytelling to embed knowledge about professional conduct and respect in the workplace.

---

## QUID PRO QUO

Microlearning: 5-10 Minutes

Exploring the specifics of quid pro quo sexual harassment, this module offers insights into recognizing and addressing this form of harassment.

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## REASONABLE ACCOMMODATIONS

Microlearning: 11-20 Minutes

This course provides an overview of reasonable accommodations, ensuring equal opportunities for all employees.

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## RECOGNIZING SEXUAL HARASSMENT

Microlearning: 11-20 Minutes

This microlearning module helps learners identify and address sexual harassment in the workplace.

---

## REPORTING HARASSMENT & DISCRIMINATION

Microlearning: 11-29 Minutes

Addressing the importance of reporting sexual harassment, this course guides learners through available reporting options and protections against retaliation.

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## SEX & GENDER BIAS

Microlearning: 5-10 Minutes

Exploring bias based on sex and gender, this module aims to raise awareness and promote inclusivity.

---

## SEXUAL HARASSMENT: WHEN THE UNEXPECTED OCCURS

Multimedia: Under 5 Minutes

Using an energetic style, this video guides learners through unexpected situations of sexual harassment.

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## SEXUAL HARASSMENT INVESTIGATIONS

Microlearning: 5-10 Minutes

This module emphasizes the importance of cooperation in sexual harassment investigations, clarifying roles and responsibilities.

---

## SEXUAL HARASSMENT OUTSIDE OF WORK

Microlearning: 5-10 Minutes

Exploring harassment outside the workplace, this module offers guidance on recognizing and addressing such instances.

---

## SEXUAL ORIENTATION & HARASSMENT

Microlearning: 5-10 Minutes

This microlearning module delves into sexual orientation and its intersection with workplace harassment.

---

## STRONGER TOGETHER: DIVERSITY, EQUITY, & INCLUSION

Microlearning: 11-20 Minutes

Defining diversity, equity, and inclusion, this module emphasizes their benefits in fostering a positive workplace culture.

---

## SUPPORTING AN INCLUSIVE ENVIRONMENT

Microlearning: 11-20 Minutes

This module explores inclusive workplace practices and behaviors, featuring the multimedia asset “Embracing Generational Differences.”

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## THE PREGNANT WORKERS FAIRNESS ACT-PWFA

Multimedia : Under 5 Minutes

Reviewing protections under the PWFA, this video asset is also included in the Reasonable Accommodations module.

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## UNCONSCIOUS BIASES

**Microlearning: 11-20 Minutes**

Exploring unconscious biases and strategies to overcome them, this module includes the multimedia asset “Consider Unconscious Bias.”

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## USE YOUR VOICE: THE IMPORTANCE OF REPORTING

**Microlearning: 21-30 Minutes**

Guiding learners on reporting incidents of sexual harassment, this module emphasizes the roles and responsibilities of managers.

---

## USING SOCIAL MEDIA WISELY

**Multimedia: Under 5 Min**

Review the importance of using care when posting to social media.

---

## VIRTUAL WORLD: REAL HARASSMENT

**Microlearning: 11-20 Minutes**

Highlighting the impact of online actions on the workplace, this module explores the intersection of social media and professional conduct.

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## VOICE OF THE PEOPLE: EXAMINING HARASSMENT IN THE WORKPLACE

**Multimedia: Under 5 Minutes**

Stimulating discussions about workplace harassment, this video poses questions to engage learners.

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## VOICE OF THE PEOPLE: ONLINE HARASSMENT

**Multimedia: Under 5 Minutes**

Fostering discussions about online harassment, this video prompts reflections on digital interactions in the workplace.

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## VOICE OF THE PEOPLE: THE IMPORTANCE OF REPORTING HARASSMENT

**Multimedia: Under 5 Minutes**

Encouraging dialogue about reporting harassment, this video highlights the significance of speaking up in the workplace.

---

## VOICE OF THE PEOPLE: WORKPLACE BULLYING

**Multimedia: Under 5 Minutes**

This video prompts discussions about workplace bullying through thought-provoking questions.

---

## WHAT DOES DIVERSITY LOOK LIKE?

**Multimedia: Under 5 Minutes**

Featuring a diverse group of employees, this video illustrates the importance of diversity in the workplace.

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## WHAT DOES INCLUSION LOOK LIKE?

**Multimedia: Under 5 Minutes**

Highlighting the essence of inclusivity, this multimedia asset portrays scenarios fostering a sense of belonging at work.

---

## WHAT IS UNCONSCIOUS BIAS?

**Multimedia: Under 5 Minutes**

This video distinguishes between conscious and unconscious bias, shedding light on the origins and impact of unconscious biases.

---

## WHY WE WANT A RESPECTFUL WORKPLACE

**Multimedia: Under 5 Minutes**

Designed for modern learners, this visually engaging video reinforces the value of a respectful workplace culture.

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## WORKING REMOTELY: BREAKING THE FOURTH WALL

**Multimedia: Under 5 Minutes**

Reminding remote workers of company standards, this explainer video emphasizes the importance of clear communication even in virtual settings.

---

## WORKPLACE SOCIAL MEDIA DO'S & DON'TS

**Multimedia: 5-10 Minutes**

This video serves as a conversation starter on navigating the risks of workplace social media, promoting appropriate online conduct.

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# Careful Communications, Confidentiality, Intellectual Property, and Records Management

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## ACTING RESPONSIBLY WITH AI

**Course:** 5-10 Min

Explore how to act responsibly with Generative AI tools as they pertain to intellectual property, and understand your responsibility when using them in the workplace.

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## ANTITRUST: DEALING WITH COMPETITORS

**Microlearning:** 5-10 Min

Explore risky communications that may lead to antitrust violations and understand the importance of compliance with antitrust laws and fair competition principles in this problem-based learning module.

---

## BE SURE BEFORE YOU SHARE

**Multimedia:** Under 5 Min

Discover essential considerations for social media posting, including data protection and potential consequences, in this one-minute explainer video designed to enhance awareness of confidentiality and data protection policies.

---

## CAREFUL COMMUNICATION: KEEPING EMAILS APPROPRIATE

**Multimedia:** Under 5 Min

Simplify complex ideas of careful communication and confidentiality through an attention-grabbing animation, emphasizing the importance of appropriate email communication and adherence to confidentiality policies.

---

## CAREFUL COMMUNICATIONS: ARE YOU SERIOUS?

**Microlearning:** Under 5 Min

Engage in problem-based learning scenarios to understand the risks of inappropriate communications and the importance of confidentiality and careful communication in this short, interactive module.

---

## CAREFUL COMMUNICATIONS: WORKPLACE SOCIAL MEDIA

**Multimedia:** 5-10 Min

Explore the risks of misinterpretation and potential discrimination in workplace social media usage through live-action video, emphasizing the importance of confidentiality, data protection, and appropriate communication practices.

---

## FAIR COMPETITION: KNOW YOUR RISK

**Course:** 11-20 Min

Enhance understanding of fair competition risks through careful communication practices in this comprehensive course, featuring problem-based learning scenarios and pretest/posttest assessments for risk assessment and compliance with antitrust laws.

---

## INSIDER THREATS

**Microlearning:** 5-10 Min

Identify potential insider threats and understand the importance of safeguarding confidential information through problem-based learning scenarios in this module focusing on data protection and confidentiality policies.

---

## PROTECTING INTELLECTUAL PROPERTY: THE NEW HIRE

**Microlearning:** 11-20 Min

Connect with learners on a real-life level and embed knowledge on intellectual property protection through storytelling, emphasizing the importance of confidentiality and compliance with intellectual property rights.

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## PROTECTING OUR INFORMATION

**Course:** 21-30 Min

Delve into the intricacies of safeguarding company information through comprehensive training, focusing on confidentiality, data protection, and compliance with privacy regulations to mitigate risks of intellectual property theft and data breaches.

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## RECOGNIZING INTELLECTUAL PROPERTY: PATENTS, TRADE SECRETS, COPYRIGHTS, AND TRADEMARKS

**Microlearning:** 5-10 Min

Introduce learners to various types of intellectual property and patenting strategies, emphasizing the importance of identifying and protecting innovations to prevent intellectual property infringement and ensure compliance with intellectual property laws.

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## RECORDS MANAGEMENT

**Microlearning: 5-10 Min**

Gain an understanding of modern records management practices, including creation, retention, and disposal, to ensure compliance with records retention schedules and legal requirements in this introductory module.

---

## RECORDS MANAGEMENT: KEEP OR LET IT GO?

**Multimedia: Under 5 Min**

Navigate the complexities of records retention and disposal through an energetic and memorable live-action, hand-drawn style animation, emphasizing the importance of proper records management to protect confidentiality and ensure compliance.

---

## RECORDS MANAGEMENT: RETENTION & DISPOSAL

**Microlearning: 5-10 Min**

Focus on key topics of records retention and disposal, including retention schedules, legal holds, and proper management of digital and physical records, to ensure compliance with records management policies and legal requirements.

---

## RECORDS MANAGEMENT: THINGS TO THINK ABOUT

**Microlearning: 5-10 Min**

Explore essential considerations for creating new business records, initial custodianship, and maintaining confidentiality in this module, designed to lay the foundation for effective records management practices.

---

## SAFEGUARDING CONFIDENTIAL COMPANY INFORMATION

**Course: 21-30 Min**

Dive into detailed training on safeguarding confidential company information, focusing on confidentiality agreements, data protection protocols, and compliance with privacy laws to mitigate risks of data breaches and unauthorized disclosure.

---

## WORKPLACE SOCIAL MEDIA DOS & DON'TS

**Multimedia: Under 5 Min**

Explore the dos and don'ts of workplace social media usage through an entertaining video, emphasizing the risks of inappropriate content and discrimination, and the importance of careful communication and compliance with social media policies.



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# Code for Executives & Boards of Directors

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## HOW TO BUILD AN ETHICAL CULTURE

**Microlearning:** 5-10 Min

This module guides board members in defining and establishing company values within the code of conduct, emphasizing the importance of addressing key risks to build an ethical culture.

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## EVERY VOICE MATTERS

**Multimedia :** Under 5 Min

Emphasizing the importance of a safe and inclusive workplace, this multimedia piece encourages employees to contribute to trust and creativity by speaking up in various situations.

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## EXECUTIVE TOOLKIT: REPORTING AND RETALIATION

**Offline Material:** 11-20 Minutes

Executives gain practical strategies for developing action plans to address reporting and retaliation concerns within their organizations through this toolkit.

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## GENERIC INTRO/SUMMARY

**Microlearning:** Under 5 Min

This customizable asset serves as an introduction and summary to GLE configured content, providing context and background imagery tailored to different industries.

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## HOW TO STOP DISRESPECT AT WORK

**Multimedia:** Under 5 Min

This brief explainer video offers practical strategies for intervening in disrespectful behavior at work, fostering a culture of respect and professionalism.

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## INTEGRITY IN THE MOMENT

**Multimedia:** Under 5 Min

Learn to recognize and address integrity challenges in the workplace through this short, animated video, designed to help employees make ethical decisions even in difficult situations.

---

## INVESTIGATIONS: YOUR ROLE AS A MANAGER

**Multimedia:** Under 5 Min

Managers learn about their role in workplace investigations through this energetic and engaging multimedia resource, which simplifies complex concepts through animation.

---

## LIVING CODE

**Offline Material:** 21-30 Minutes

This interactive “living” product engages employees with the organization’s values, principles, and risk areas through a visually appealing microsite, promoting ongoing ethical awareness and adherence.

---

## POSTER: SPEAKING UP

**Offline Material**

This poster reassures employees that the organization supports speaking up and provides contact information for reporting concerns, available in customizable InDesign and PDF formats.

---

## PREVENTING GLOBAL MODERN SLAVERY

**Course:** 21-30 Minutes

Employees learn to recognize and respond to modern slavery risks in business interactions through this course, emphasizing the importance of human rights and reputational risk management.

---

## PSYCHOLOGICAL HEALTH & SAFETY

**Microlearning:** 5-10 Min

Explore factors affecting psychological health and safety in the workplace and learn how to manage these risks effectively through this microlearning module.

---

## REPORTING & RETALIATION: EVERYDAY BRAVERY

**Multimedia:** Under 5 Min

Encourage employees to speak up confidently with this short, upbeat video, emphasizing the organization’s zero-tolerance policy for retaliation.

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## REPORTING & RETALIATION: MANAGER TOOLKIT

**Offline Material: 21-30 Minutes**

Equip managers with strategies for fostering a healthy reporting culture within their teams through this toolkit, which includes informative articles and practical exercises.

---

## REPORTING & RETALIATION: THE CORPORATE LADDER

**Multimedia: Under 5 Min**

This video reassures employees that speaking up is safe and highlights the safeguards in place to protect them from retaliation.

---

## REPORTING & RETALIATION: TRANSFORMING MYTHS

**Multimedia: Under 5 Min**

Address common myths and fears about reporting concerns through this animated explainer video, encouraging employees to speak up confidently.

---

## REPORTING CONCERNS: RIGHTING THE SHIP

**Multimedia : Under 5 Min**

Employees learn the importance of reporting concerns to maintain an ethical workplace through this media piece, emphasizing their role in upholding organizational values.

---

## REPORTING CONCERNS: THE OBSERVER'S DILEMMA

**Microlearning: 5-10 Min**

Address the challenges employees face when witnessing potential ethical violations and empower them to report concerns effectively through this multimedia module.

---

## RESPONDING TO CHALLENGES WITH INTEGRITY

**Microlearning: 5-10 Min**

Learn to navigate ethical dilemmas with integrity through this scenario-based microlearning module, which challenges learners to make ethical decisions even in difficult situations.

---

## SPEAK UP FOR AN ETHICAL CULTURE

**Microlearning: 5-10 Min**

This introductory asset emphasizes the importance of a speak-up culture in fostering ethical behavior, encouraging employees to actively contribute to maintaining an ethical workplace.

---

## SPEAK UP: RAISING CONCERNS AT WORK

**Multimedia: Under 5 Min**

Empower employees to speak up confidently about workplace concerns with this animated video, which outlines the importance of asking questions and making reports.

---

## SPEAK UP: THE RIGHT CHOICE

**Multimedia : Under 5 Min**

Through real-life examples, this multimedia resource highlights the importance of speaking up in maintaining ethical standards and preventing potential consequences of inaction.

---

## SPEAKING UP HELPS US ALL

**Multimedia: Under 5 Min**

Reinforce the importance of employee vigilance and reporting with this short video, which emphasizes the role of each employee in maintaining a safe and ethical workplace.

---

## SPEAKING UP: WE ARE LISTENING

**Microlearning: 5-10 Min**

This microlearning resource empowers employees to speak up and report concerns, ensuring a safe and ethical work environment in compliance with EU directives.

---

## SPEAKING UP: WHAT'S STOPPING ME?

**Microlearning: 5-10 Min**

Explore the barriers to speaking up in the workplace and learn strategies for overcoming them through this microlearning module, designed to promote a culture of transparency and accountability.

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## SUPPLY CHAIN: DUE DILIGENCE

**Microlearning: 5-10 Min**

Understand the importance of conducting due diligence in supply chains to mitigate risks and maintain ethical business practices with this microlearning module.

---

## SUPPORTING RESPECTFUL BEHAVIOR

**Microlearning: 5-10 Minutes**

Discover the essence of respectful behavior and learn strategies for addressing disrespectful conduct in various work environments through this problem-based learning module.

---

## THINKING LIKE A LEADER

**Multimedia: Under 5 Min**

Boost leadership skills with practical techniques presented in this short explainer video, designed to inspire employees to adopt a leadership mindset.

---

## UNCONSCIOUS BIAS: AN INTRODUCTION

**Course: 21-30 Minutes**

Explore the concept of unconscious bias and learn strategies for mitigating its impact in the workplace through this informative course on creating an inclusive environment.

---

## VALUES-BASED CODE: INTEGRITY

**Course: 5-10 Minutes**

Investigate ethical challenges and learn to act with integrity in this module, which presents real-life scenarios from different perspectives to promote ethical decision-making.

---

## VALUES-BASED CODE: INTRODUCTION AND SUMMARY

**Course: 11-20 Minutes**

This module serves as an introduction and summary to the Values-Based Code segments, providing context and guiding learners through ethical scenarios to encourage ethical behavior.

---

## WHAT DOES DIVERSITY LOOK LIKE?

**Multimedia: Under 5 Min**

Showcase the value of diversity and inclusion in the workplace through a live-action video featuring diverse employees, promoting a culture of inclusivity and belonging.

---

## WHAT DOES INCLUSION LOOK LIKE?

**Multimedia: Under 5 Min**

Highlight the importance of inclusivity in creating a positive work environment through this multimedia asset, suitable for integration into various training programs or as standalone content.

---

## WHAT IS A CODE OF CONDUCT FOR?

**Multimedia: Under 5 Min**

Explain the purpose of the Code of Conduct and its relevance to employees' roles, emphasizing ethical behavior and compliance with organizational standards and legal requirements.

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## Code of Conduct, Corporate Culture & Ethics

---

### AFTER YOU SPEAK UP: WHAT HAPPENS NEXT?

**Multimedia:** 5-10 Minutes

This multimedia resource illustrates the post-reporting process, reassuring employees that all reports are taken seriously and undergo thorough investigation to uphold the organization's commitment to ethical conduct.

---

### BEING A GOOD TEAMMATE

**Multimedia:** Under 5 Min

This brief multimedia piece emphasizes the importance of fostering a positive team culture where every staff member contributes positively, regardless of their experience level or role.

---

### BUILDING STRONG TEAMS

**Microlearning 5-10 Min:** 5-10 Minutes

Discover effective strategies for promoting teamwork and enhancing relationships within teams, whether they operate in a physical, remote, or hybrid setting, through this interactive microlearning module.

---

### BYSTANDER TRAINING FOR CHICAGO

**Course:** 46-60 Minutes

This course meets Chicago's legal requirement for one-hour bystander training, using real-life scenarios to educate learners on bystander intervention, harassment, discrimination recognition, and de-escalation techniques.

---

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: FRAMER

**Course:** Under 5 Min

Boards of Directors learn about strategic issues, risk management, and long-term success factors for organizations in this concise course.

---

### CODE OF CONDUCT: JOURNEY OF A THOUSAND MILES

**Course:** 21-30 Minutes

This introductory asset encourages employees to view ethical business practices as an ongoing journey, emphasizing their crucial role in upholding organizational ethics.

---

### CODE OF CONDUCT: LIVING BY OUR VALUES

**Microlearning:** 5-10 Min

This microlearning resource reminds employees of the organization's core values and their importance in maintaining an ethical workplace.

---

### CODE OF CONDUCT: OUR SHARED PURPOSE

**Microlearning:** Under 5 Min

This introductory multimedia asset establishes a strong ethical culture by fostering shared organizational values.

---

### CULTIVATING LEADERSHIP IN ANY ROLE

**Microlearning 5-10 Min:** 5-10 Minutes

Discover the essence of effective leadership, overcome obstacles, and enhance team performance through problem-based learning in this microlearning module.

---

### ETHICAL BEHAVIOR: ACT WITH INTEGRITY

**Multimedia:** Under 5 Min

This lively multimedia piece employs animation to guide learners through the concept of acting with integrity in various situations.

---

### ETHICAL CORPORATE CULTURE: HOW TO HANDLE ETHICAL DILEMMAS

**Multimedia:** Under 5 Min

Simplify complex ethical concepts with this engaging multimedia animation, designed to capture learners' attention and promote ethical decision-making.

---

### ETHICAL CULTURE: A JOURNEY BEGINS WITH A SINGLE STEP

**Multimedia :** Under 5 Min

Employees are encouraged to embark on their ethical journey with this multimedia asset, highlighting the organization's commitment to ethical culture.

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## ETHICAL CULTURE: THE CORE OF OUR SUCCESS

**Multimedia:** Under 5 Min

Through this multimedia resource, employees learn that fostering an ethical culture is a shared responsibility among all staff members, crucial for organizational success.

---

## ETHICAL ISSUES: RAISING CONCERNS

**Microlearning:** 5-10 Min

Address employee concerns with reporting ethical violations, particularly when facing disagreements with managers, through this scenario-based microlearning module.

---

## ETHICAL LEADERSHIP

**Course:** 21-30 Minutes

This course immerses learners in a real-life scenario to demonstrate how small actions can lead to significant consequences, emphasizing the importance of ethical leadership.

---

## ETHICAL TIP: ETHICAL DECISION MAKING

**Multimedia:** Under 5 Min

Learn practical tips for making ethical decisions in everyday situations through these short, animated videos, designed to promote ethical habits among employees.

---

## ETHICAL TIP: SO MANY WAYS TO SPEAK UP

**Multimedia:** Under 5 Min

This series of animated videos provides practical tips for employees on speaking up in various situations, encouraging a culture of open communication and accountability.

---

## ETHICAL TIP: WHISTLEBLOWING

**Multimedia:** Under 5 Min

Discover the importance of whistleblowing and how to do it effectively through this animated video, which outlines the process and safeguards for reporting unethical behavior.

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# Competition & Antitrust

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## A BETTER DEAL

**Microlearning: 5-10 Min**

Explore the risks of exchanging information about prices, costs, and margins, potentially constituting a breach of competition law, through the story of Theo who faces a decision regarding competitor pricing.

---

## ANTITRUST & FAIR COMPETITION LAW

**Multimedia: 31-45 Min**

Follow sales and marketing representatives navigating potential competition law risks in this live-action video covering topics such as bid rigging, collusion, pricing, market dominance, and communication with competitors.

---

## ANTITRUST: DEALING WITH COMPETITORS

**Microlearning: 5-10 Min**

Discover the importance of adhering to antitrust laws to promote fair competition and identify risky communications that may lead to antitrust violations through problem-based learning in real-life scenarios.

---

## BLINDSPOT: ANTI-COMPETITION SIMULATIONS

**Microlearning: 5-10 Min**

Engage in an interactive game to identify gaps in knowledge regarding anticompetitive practices, using real-world scenarios and time limits to simulate the pressure of a live work environment.

---

## CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: ANTITRUST COMPLIANCE

**Microlearning: 5-10 Min**

Guide boards in ensuring organizational compliance with antitrust laws, assessing anticompetitive risks, and supporting healthy business expansion and growth.

---

## COMPETITION LAW PRINCIPLES

**Microlearning: 5-10 Min**

Delve into competition law principles through a short, interactive module employing problem-based learning in a real-life scenario.

---

## COMPETITION: RISKS IN THE REMOTE WORK ENVIRONMENT

**Microlearning: 5-10 Min**

Explore the importance of avoiding disclosure of confidential information in remote or hybrid work settings, highlighting risks and solutions through problem-based learning in live-action scenarios.

---

## COMPETITION & ANTITRUST YEAR 1

**Course: 21-30 Min**

Understand the basics of competition and antitrust laws, navigate branching scenarios addressing risks like bid rigging and price fixing, and learn how to handle investigations from authorities.

---

## COMPETITION & ANTITRUST YEAR 2

**Course: 11-20 Min**

Review best practices for handling distributors in competition with each other, and navigate branching scenarios on adhering to competition and antitrust laws while in a dominant market position.

---

## COOPERATING WITH INVESTIGATORS

**Microlearning: 5-10 Min**

Explore effective strategies for managing unexpected investigations by competition law authorities, ensuring smooth progression of the investigation process while minimizing distress among employees.

---

## DOMINANT MARKET SALES

**Microlearning: 5-10 Min**

Follow Mariam as she navigates the challenge of selling a new service while ensuring compliance with competition laws in a market where her company holds a dominant position.

---

## DISTRIBUTORS IN DISPUTE

**Microlearning: 5-10 Min**

Follow Antonio as he addresses a dispute between two of his company's distributors, emphasizing the importance of fair competition and open communication.

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## FAIR COMPETITION: KNOW YOUR RISK

**Course:** 11-20 Min

Gain comprehensive experience in fair competition risk management through interactive learning modules focusing on communication scenarios and pretest/posttest assessments for risk assessment.

---

## FAIR COMPETITION: WAGE-FIXING & NON-POACHING AGREEMENTS

**Microlearning:** 11-20 Min

Learn how to identify characteristics of no-poach/no hire agreements and wage-fixing agreements that may violate competition and antitrust laws.

---

## GLOBAL COMPETITION: OUR RESPONSIBILITIES

**Course:** 31-45 Min

Delve into a detailed exploration of competition and antitrust laws, presented to facilitate content retention and raise awareness of global responsibilities in fair competition.

---

## JOINING FORCES

**Multimedia:** Under 5 Min

Experience an energetic and memorable journey through competition and antitrust concepts using a live-action, hand-drawn style.

---

## COMPETITION & ANTITRUST FRAMER

**Microlearning:** Under 5 Min

This module serves as an introduction and summary for a competition and antitrust course, framing the content for learners in combination with other modules.

---

## TYING, BUNDLING, & PRESSURE SELLING

**Microlearning:** 5-10 Min

Learn strategies for maintaining fair competition while holding a dominant market position through the story of John and his team strategizing to achieve sales targets.

---

## WAGES & HOUR REGULATIONS (FLSA)

**Course:** 21-30 Min

Identify requirements of the FLSA, recognizing situations that may give rise to violations regarding the Fair Labor Standards Act (FLSA), Overtime, Exempt, Non-Exempt, Time Keeping policies, and more.

---

## WORKING IN PARTNERSHIP WITH DISTRIBUTORS

**Microlearning:** 5-10 Min

Navigate the complexities of competition laws in different countries while dealing with distributor relationships, following Gene as he manages a situation involving two distributors.



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# Conflicts of Interest, Gifts and Entertainment

---

## AVOIDING CONFLICTS OF INTEREST

**Course:** 21-30 Min

Connect with learners on a real-life level through a storytelling experience, guiding them through the importance of recognizing and avoiding conflicts of interest in the workplace.

---

## AVOIDING CONFLICTS OF INTEREST IN HIRING

**Multimedia:** Under 5 Min

This animated media asset illustrates potential issues that may arise when considering a close contact for employment or contract work, providing learners with tips to identify and disclose conflicts to prevent issues for themselves and their organization.

---

## CONFLICTS OF INTEREST

**Course:** 46-60 Min

Tailored to specific job roles, this configurable course challenges employees to identify and address risk areas through scenario-based learning, enabling them to recommend appropriate courses of action in real-life dilemmas.

---

## CONFLICTS OF INTEREST DIAGNOSTIC ASSESSMENT

**Offline Material:** 5-10 Min

This 10-minute diagnostic assessment guides learners through conflicts of interest situations, soliciting their input and confidence in potential outcomes.

---

## CONFLICTS OF INTEREST: ACCEPTING & PROVIDING GIFTS & ENTERTAINMENT

**Multimedia:** Under 5 Min

A bite-sized animation simplifying the complexities of accepting and providing gifts and entertainment, capturing learners' attention and providing visual representation of ethical concepts.

---

## CONFLICTS OF INTEREST: I KNOW WE CAN TRUST THEM

**Microlearning:** 5-10 Min

Equip learners with the tools to recognize and avoid conflicts of interest in hiring processes through a scenario-based module, challenging them to make decisions based on available criteria.

---

## CONFLICTS OF INTEREST: KNOW WHERE YOU STAND

**Microlearning:** 5-10 Min

This module emphasizes the vigilance required to identify potential conflicts of interest in professional situations, clarifying actions employees can take to prevent difficult situations for both themselves and the organization.

---

## CONFLICTS OF INTEREST: OUTSIDE JOBS & COMPANY ASSETS

**Microlearning:** 5-10 Min

A short, high-impact module employing problem-based learning through a real-life scenario, highlighting the risks associated with outside jobs and personal business ventures.

---

## CONFLICTS OF INTEREST: PERSONAL BUSINESS VENTURES

**Microlearning:** Under 5 Min

Addressing risks and recommended notifications associated with personal business ventures and outside employment, this multimedia asset emphasizes the importance of compliance with company policies.

---

## CONFLICTS OF INTEREST: WELCOME TO THE NEIGHBORHOOD

**Microlearning:** 5-10 Min

Acknowledging challenges employees may face when forming personal relationships with professional contacts, this asset advises on working with the business to quickly identify potential conflicts of interest.

---

## CONFLICTS OF INTEREST: WORKING WITH FAMILY

**Microlearning:** Under 5 Min

This short, interactive module employs problem-based learning through a real-life scenario, exploring conflicts of interest that may arise when working with family members.

---

## ETHICAL TIP: GIVING & RECEIVING GIFTS

**Multimedia:** Under 5 Min

Short, practical tips to help employees navigate ethical habits regarding giving and receiving gifts, presented through an animated and lively multimedia piece.

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## CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: CONFLICTS OF INTEREST

**Microlearning: 5-10 Min**

Guide board members in scrutinizing and managing conflicts of interest, establishing processes to eliminate them and mitigate potential damage to the organization.

---

## GIFTS: IT DOESN'T HAVE TO BE AWKWARD

**Multimedia: Under 5 Min**

Addressing the fine line between business courtesies and inappropriate gifts, this lighthearted video explains limitations on gifts and entertainment and provides guidance on handling awkward situations.

---

## GIVING & RECEIVING GIFTS: WHAT YOU SHOULD KNOW

**Multimedia: Under 5 Min**

This multimedia piece clarifies the complexity of gifts and stresses the importance of following company policy to avoid misconceptions of favoritism.

---

## KEYS TO AVOIDING CONFLICTS OF INTEREST

**Multimedia: Under 5 Min**

Explore the importance of transparency and disclosure in avoiding conflicts of interest, covering various internal and external situations where conflicts may arise and how to address them.

---

## RESOLVE CONFLICTS OF INTEREST BEFORE THEY HAPPEN

**Multimedia: Under 5 Min**

Highlighting situations where personal interests may conflict with company interests, this video emphasizes the importance of recognizing and addressing conflicts before they escalate.

---

## UPHOLDING SUPPLY CHAIN STANDARDS

**Multimedia: 5-10 Min**

Emphasizing the importance of supply chain integrity, particularly for those working with government contracts, this entertaining video serves as a conversation starter on maintaining high standards in the supply chain.

---

## WHAT IS A CONFLICT OF INTEREST?

**Multimedia: Under 5 Min**

This 2-minute explainer video helps learners understand what constitutes a conflict of interest, providing simple questions to ask and an escalation path to avoid conflicts whenever possible.

---

## WHEN CHARITABLE DONATIONS BECOME BRIBERY

**Microlearning: 5-10 Min**

Explore the risks associated with charitable donations and the importance of due diligence and controls to prevent misuse, using problem-based learning through a real-life scenario.



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## Corporate Social Responsibility

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### ETHICAL TIP: SPOTTING SIGNS OF HUMAN TRAFFICKING

**Multimedia:** Under 5 Min

Short, practical tips presented through an animated multimedia piece, helping employees recognize signs of human trafficking and integrate ethical habits into their daily routines.

---

### MODERN SLAVERY ACT: PROTECTING HUMAN RIGHTS

**Microlearning:** 5-10 Min

This video course connects with learners through a storytelling experience, embedding knowledge about the Modern Slavery Act and its importance in protecting human rights.

---

### PREVENTING GLOBAL MODERN SLAVERY

**Course:** 21-30 Min

All employees have a role in preventing modern slavery in business interactions. This course helps learners understand the risks, identify them, and respond appropriately, contributing to the company's commitment to human rights and reputation management.

---

### SUPPORTING HUMAN RIGHTS: MODERN SLAVERY ACT

**Multimedia:** Under 5 Min

An energetic multimedia piece using a live-action, hand-drawn style to guide learners through the concepts of supporting human rights and the implications of the Modern Slavery Act.

---

### SUPPORTING HUMAN RIGHTS: THE ETHICAL & LEGAL CHOICE

**Multimedia:** Under 5 Min

Like the previous offering, this multimedia piece uses an energetic and memorable approach to guide learners through the ethical and legal considerations related to supporting human rights.

---

### SUSTAINABLE PRACTICES

**Microlearning:** 5-10 Min

This module focuses on businesses' responsibility for social and environmental impact, encouraging the adoption of sustainable practices through problem-based learning with real-life scenarios.

---

### TAKE THE EXTRA STEP FOR SUSTAINABILITY

**Multimedia:** Under 5 Min

Encouraging good corporate citizenship, this media asset motivates learners to take leadership roles in advocating for sustainable practices, even when facing challenges.

---

### THE ESG FRAMEWORK: PROMISING WORKPLACE PRACTICES

**Microlearning:** 11-20 Min

A standalone brief on the Environmental, Social, and Governance (ESG) framework, this asset introduces the concept and its integration into organizational values, suitable for a broad group of adult learners.

---

### THE VIRTUOUS CIRCLE: THE ESSENTIALS OF ESG AND YOU

**Microlearning:** 5-10 Min

Acting as an introduction and summary option for ESG Code of Conduct training, this module explains how the ESG framework helps individuals live organizational values, with an attitudinal question to gauge learner familiarity with the framework.

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# Data Protection & Privacy and Information Security

## A SOCIAL ENGINEERING INCIDENT

**Microlearning:** 5-10 Min

Engage in an interactive simulation of a social engineering incident, where learners navigate a scenario involving a fraudulent IT request to verify client data, highlighting the importance of vigilance against social engineering attacks.

## ACTING RESPONSIBLY WITH AI

**Course:** 5-10 Min

Explore how to act responsibly with Generative AI tools as they pertain to intellectual property, and understand your responsibility when using them in the workplace.

## AN INTRODUCTION TO SOUTH KOREA'S DATA PRIVACY LAWS

**Microlearning:** 5-10 Min

Explore South Korea's data privacy laws, including key regulations and individual responsibilities, through a scenario-based learning approach, illustrating potential breaches and legal implications.

## ATTACKS ON OUR SYSTEM

**Simulations:** 5-10 Min

Participate in a gamified simulation focusing on safeguarding company systems from cyberattacks, guiding learners to prevent data breaches and protect sensitive client information in a digital environment.

## BE SURE BEFORE YOU SHARE

**Multimedia:** Under 5 Min

Short video emphasizing the importance of cautious social media sharing, outlining potential consequences and providing three questions for users to consider before posting, promoting awareness of online privacy risks.

## CANADA'S DATA PRIVACY PROTECTION LAWS

**Microlearning:** 5-10 Min

Delve into Canada's data privacy laws, including the Personal Information Protection and Electronic Documents Act (PIPEDA) and Canadian Anti-Spam Law (CASL), exploring their impact on personal and corporate data management.

## DATA PROTECTION & PRIVACY: NAVIGATING THE PROCESS

**Microlearning:** 5-10 Min

Progress through a scenario-based module, making informed decisions to protect personal data while balancing colleagues' requests and business objectives, promoting a proactive approach to data privacy.

## CYBER SECURITY: THE OPEN DOOR

**Multimedia:** Under 5 Min

Engaging multimedia experience using a hand-drawn style to convey cybersecurity concepts and emphasize the importance of awareness and proactive measures in safeguarding against cyber threats.

## CYBERSECURITY: RECOGNIZING & AVOIDING CYBER THREATS

**Microlearning:** 5-10 Min

Interactive module guiding learners through real-life scenarios to recognize and mitigate cyber threats, promoting proactive cybersecurity practices to safeguard against potential breaches.

## DATA PROTECTION & PRIVACY: KNOW YOUR RISK

**Course:** 21-30 Min

Comprehensive course offering insights into data protection and privacy, featuring two learning modules, interactive elements, and a pretest/posttest model for risk assessment and analysis.

## DATA PROTECTION & PRIVACY: KNOW YOUR RISK (PRETEST/POSTTEST)

**Assessment:** 5-10 Min

Assessment component accompanying the Data Protection and Privacy suite, enabling learners to evaluate their knowledge and confidence levels before and after completing the learning modules, facilitating risk assessment and analysis.

## DATA PROTECTION & PRIVACY: TRIPWIRE

**Multimedia:** Under 5 Min

A captivating video illustrating how personal data can be compromised in everyday scenarios, such as business lunches, to underscore the importance of data protection and privacy.

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## DATA PROTECTION & PRIVACY: VIGILANCE MATTERS

**Microlearning:** 11-20 Min

Engage with a dramatic live-action where learners witness an employee accidentally endangering personal data. Participants are tasked with averting a potential data protection disaster.

---

## DATA PROTECTION: DEFENDING AGAINST PHISHING ATTACKS

**Microlearning:** 5-10 Min

Navigate real-life scenarios and learn to defend against phishing, an interactive module employing problem-based learning.

---

## DOES GDPR APPLY TO MY COMPANY?

**Multimedia:** Under 5 Min

A quick communication tool aiding employees in understanding the applicability of GDPR to their company and activities.

---

## ETHICAL TIP: PROTECTING COMPANY ASSETS

**Multimedia:** Under 5 Min

Receive short, practical tips on protecting company assets through an animated multimedia piece.

---

## CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: CYBERSECURITY

**Microlearning:** 5-10 Min

This microlearning guides executives and boards in assessing cybersecurity risks and establishing effective cybersecurity programs.

---

## EUROPE & THE GDPR

**Offline Material:** 5-10 Min

Delve into the principles of personal data protection and privacy under GDPR, an interactive animated infographic presented in everyday language for immediate understanding.

---

## GDPR: PROTECTION THAT TRAVELS

**Multimedia:** Under 5 Min

An energetic multimedia approach to guide learners through GDPR concepts using live-action, hand-drawn visuals.

---

## INFORMATION SECURITY: PHISHING & CYBERATTACKS

**Microlearning:** 5-10 Min

Learn to mitigate risks associated with phishing and cyberattacks, a module utilizing problem-based learning with real-life scenarios.

---

## INSIDER THREATS

**Microlearning:** 5-10 Min

Spot potential insider threats alongside an employee in a microlearning scenario exploring coworker behavior.

---

## KEEPING INFORMATION SECURE IN THE REMOTE WORKPLACE

**Microlearning:** 5-10 Min

Teaches learners to protect personal and company information while working remotely through problem-based learning scenarios.

---

## KEY DATA PROCESSING PRINCIPLES

**Offline Material:** Under 5 Min

Understand key principles of data processing with an interactive animated infographic for immediate understanding and application.

---

## KEY PRIVACY PRINCIPLES

**Multimedia:** Under 5 Min

Presents essential privacy principles through an interactive animated infographic for immediate understanding.

---

## MEETINGS & CONVERSATIONS

**Microlearning:** 5-10 Min

Learn meeting security and information confidentiality best practices as Gary navigates an online meeting.

---

## PASSWORD BEST PRACTICES

**Offline Material:** 5-10 Min

Access password hygiene best practices in a PDF document suitable for distribution as part of training or standalone use.

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## PHISHING & SOCIAL ENGINEERING

**Microlearning: 11-20 Min**

Employs an animated simulation to teach learners about phishing and social engineering through problem-based learning.

---

## PRIVACY & CONFIDENTIALITY: EMPLOYEE INFORMATION

**Multimedia: Under 5 Min**

Simplify privacy and confidentiality concepts surrounding employee information with this a bite-sized animation.

---

## PRIVACY & DATA PROTECTION: PERRY'S ODD BEHAVIOR

**Microlearning: 5-10 Min**

Explore privacy and data protection in a module utilizing problem-based learning with a real-life scenario.

---

## PRIVACY PROTECTION IN CALIFORNIA: CCPA AND CPRA

**Microlearning: 5-10 Min**

Offers learners insights into privacy protection laws in California, including CCPA and CPRA, in various engaging formats.

---

## PROTECTING EMPLOYEE INFORMATION

**Microlearning: 5-10 Min**

Guide learners in protecting employee personal information through scenarios involving performance review documents.

---

## SECURING OUR INFORMATION & SYSTEMS

**Microlearning: 5-10 Min**

Understand the importance of securing company systems as colleagues from access company information.

---

## SHARING PERSONAL INFORMATION

**Simulations: 5-10 Min**

Navigate scenarios related to sharing personal information and understand the importance of data protection and security.

---

## SIMPLE WAYS TO PROTECT DATA

**Multimedia: Under 5 Min**

Emphasizes data protection's importance, even when working remotely, through engaging modern animation and audio.

---

## SINGAPORE PDPA: FACILITATED TRAINING

**Offline Material: 11-20 Min**

Engage in workshops covering key topics of Singapore PDPA, including compliance management and penalties for non-compliance.

---

## THE GDPR & WORLDWIDE DATA PRIVACY LAWS

**Course: 31-45 Min**

Understand behaviors necessary for protecting personal information globally, covering GDPR, US state laws, and laws from other parts of the world.

---

## THE PHISHING ATTACK

**Microlearning: 5-10 Min**

Presents a real-life scenario of dealing with a phishing attack through an animated simulation, guiding learners through appropriate responses.

---

## THINK BEFORE YOU CLICK

**Multimedia: Under 5 Min**

Employs an energetic multimedia approach to guide learners through security concepts, reminding them to think before clicking.

---

## UNDERSTANDING & PROTECTING PRIVACY

**Microlearning: 5-10 Min**

Explore privacy levels required for collecting personal data in various scenarios.

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## UNDERSTANDING THE PAYMENT CARD INDUSTRY DATA SECURITY STANDARD

**Course: 11-20 Min**

Facilitates awareness and retention, focusing on PCI DSS.

---

## US DATA PRIVACY LAWS

**Offline Material: 5-10 Min**

Compare data protection laws in the United States with an interactive animated infographic.

---

## USING SOCIAL MEDIA WISELY

**Multimedia: Under 5 Min**

Review the importance of using care when posting to social media.

---

## WORKING REMOTELY IN THE NEW NORMAL: YOU ARE OUR FIRST LINE OF DEFENSE

**Multimedia: Under 5 Min**

Provides tips for defending against security threats while emphasizing employees' role as the first line of defense.



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## Environmental Health & Safety Workplace Issues

### ADA BASICS

Course: 11-20 Min

Introduces fundamental principles and protections of the Americans with Disabilities Act (ADA) for managers, employees, and customers.

### BYSTANDER TRAINING FOR CHICAGO

Course: 46-60 Min

Teaches bystander intervention through real-life scenarios to fulfill the legal requirement for Chicago employees.

### CAREFUL USE OF SOCIAL MEDIA: MANAGING YOUR BRAND

Multimedia: Under 5 Min

Explains trolling and doxing impacts and offers suggestions for effective brand management.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: FRAMER

Course: Under 5 Min

Guides board members in understanding strategic issues impacting organizations' reputation and health.

### CULTIVATING A HARASSMENT-FREE GLOBAL WORKPLACE (FRAMER)

Microlearning: 11-20 Min

Provides introduction and context for creating a respectful, harassment-free workplace.

### DIGNITY & RESPECT: IMPLICIT DISCRIMINATION

Microlearning: 5-10 Min

Illustrates implicit discrimination in various scenarios from hiring processes to workplace interactions.

### DIGNITY & RESPECT IN THE GLOBAL WORKPLACE: COMPREHENSIVE

Course: Over 60 Min

Defines sexual harassment, describes relevant laws, and includes updated regulatory information.

### ESG FOR SUPPLIERS & THIRD PARTIES

Course: 11-20 Min

Provides contractors and suppliers with ESG basics for effective partnership.

### ETHICAL TIP: HEALTHY WORKPLACE

Multimedia: Under 5 Min

Offers short, practical tips for ethical habits in the workplace.

### EVERY VOICE MATTERS

Multimedia: Under 5 Min

Promotes safe and inclusive work environments through multimedia.

### FMLA (THE FAMILY & MEDICAL LEAVE ACT)

Course: 46-60 Min

Connects learners with FMLA through storytelling in video format.

### HEALTH & SAFETY: AN ACCIDENT WAITING TO HAPPEN (OFFICE)

Microlearning: 5-10 Min

Engages learners with interactive, problem-based learning scenarios.

### HEALTH & SAFETY: AN ACCIDENT WAITING TO HAPPEN (SHOP FLOOR)

Microlearning: 5-10 Min

Utilizes problem-based learning to address workplace safety scenarios.

### HEALTH & SAFETY: JUST SLOW DOWN A SECOND

Microlearning 5-10 Min

Addresses workplace stress through an interactive module.

### HEALTH & SAFETY: WHAT'S THE BIG HURRY?

Microlearning: 5-10 Min

Presents high-impact modules on workplace scenarios.

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### HEALTH & SAFETY: WORKING UNDER PRESSURE

**Microlearning:** 5-10 Min

Illustrates workplace stress through a live-action video.

---

### IMPLICIT DISCRIMINATION & EMPLOYMENT PRACTICES

**Multimedia:** 5-10 Min

Initiates conversations on implicit discrimination with an entertaining video.

---

### KEEPING EACH OTHER SAFE AS WE WORK TOGETHER

**Multimedia:** Under 5 Min

Raises awareness of workplace safety measures through a 2-minute explainer.

---

### KEEPING EACH OTHER SAFE AS WE WORK TOGETHER (ALTERNATE VERSION)

**Multimedia:** Under 5 Min

Promotes workplace safety with optional masking reference.

---

### KEEPING EACH OTHER SAFE AS WE WORK TOGETHER CERTIFICATION

**Assessment:** 5-10 Min

Provides attestation and record-keeping for workplace safety participation.

---

### KEEPING EACH OTHER SAFE AS WE WORK TOGETHER CERTIFICATION [ALTERNATE VERSION]

**Assessment:** 5-10 Min

Offers customizable course for workplace safety certification.

---

### LIFE SAFETY AT WORK FACILITATOR GUIDE

**Offline Material:** 21-30 Min

Provides talking points for face-to-face discussions of workplace safety videos.

---

### LIFE SAFETY AT WORK: BULLYING, ABUSE, & THREATENING BEHAVIOR

**Course:** 5-10 Min

Explores tactics for handling confrontational situations in the workplace.

---

---

### LIFE SAFETY AT WORK: CHECKUP

**Assessment:** 11-20 Min

Assesses learners' retention of workplace safety concepts over time.

---

### LIFE SAFETY AT WORK: DOMESTIC VIOLENCE

**Course:** 5-10 Min

Identifies signs of domestic abuse in the workplace and outlines preventive measures.

---

### LIFE SAFETY AT WORK: EXTREME VIOLENCE & ACTIVE THREATS

**Microlearning:** 5-10 Min

Provides strategies for staying safe during active threat situations at work.

---

### LIFE SAFETY AT WORK: MENTAL HEALTH

**Course:** 11-20 Min

Offers strategies for supporting coworkers' mental health in the workplace.

---

### LIFE SAFETY AT WORK: PREVENTING & RESPONDING TO WORKPLACE VIOLENCE (FRAMER)

**Course:** Under 5 Min

Introduces critical issues regarding workplace violence prevention and response.

---

### LIFE SAFETY DURING AN ACTIVE THREAT

**Multimedia:** Under 5 Min

Highlights the importance of awareness and planning for active threat situations at work.

---

### LIFE SAFETY POSTER

**Offline Material:** Under 5 Min

Provides visual reminders of key workplace safety points.

---

### LIFE SAFETY WALLET CARD

**Offline Material:** Under 5 Min

Offers portable reminders of key workplace safety information.

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### **MAKING BETTER DECISIONS IN STRESSFUL TIMES**

**Multimedia: Under 5 Min**

Explains stress management techniques for better decision-making.

---

### **MANAGING COMPETING PRESSURES**

**Multimedia: 5-10 Min**

Addresses workplace stress through an entertaining video.

---

### **MENTAL HEALTH: WE'RE ALL IN THIS TOGETHER**

**Microlearning: 5-10 Min**

Provides strategies for maintaining mental health while working remotely.

---

### **PREVENTING A HOSTILE ENVIRONMENT: WHY SHOULD WE CARE?**

**Microlearning: 11-20 Min**

Explores preventing hostile environments and recognizing their characteristics.

---

### **PROTECT YOURSELF: CONFINED SPACES**

**Microlearning: 11-20 Min**

Covers techniques for safely working in confined spaces to prevent injuries.

---

### **PROTECT YOURSELF: ELECTRICAL SAFETY**

**Microlearning: 5-10 Min**

Examines ways to manage electrical hazards in the workplace safely.

---

### **PROTECT YOURSELF: EMERGENCY PREPAREDNESS & RESPONSE**

**Microlearning: 11-20 Min**

Covers emergency preparedness and response techniques for workplace incidents.

---

### **PROTECT YOURSELF: FORKLIFT SAFETY**

**Microlearning: 11-20 Min**

Reviews safety measures for operating or working near forklifts in various environments.

---

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### **PROTECT YOURSELF: HAZARDOUS CHEMICAL SAFETY**

**Microlearning: 11-20 Min**

Explores recognizing hazards from hazardous chemicals and working safely to prevent harm.

---

### **PROTECT YOURSELF: MACHINERY SAFETY THROUGH MACHINE GUARDING**

**Microlearning: 11-20 Min**

Covers the application and use of machine guards for personal protection.

---

### **PROTECT YOURSELF: MANUAL HANDLING**

**Microlearning: 11-20 Min**

Provides techniques for recognizing and preventing manual handling risks in the workplace.

---

### **PROTECT YOURSELF: SAFE SITE TRAFFIC MANAGEMENT**

**Microlearning: 11-20 Min**

Explores safe worksite traffic management activities to prevent accidents.

---

### **PROTECT YOURSELF: SMOKING, DRUGS, & ALCOHOL**

**Microlearning: 11-20 Min**

Reviews risks associated with smoking, drugs, and alcohol in the workplace and how to manage them.

---

### **PROTECT YOURSELF: WORKING AT HEIGHT**

**Microlearning: 11-20 Min**

Covers techniques for safely working at height to prevent injuries.

---

### **PSYCHOLOGICAL HEALTH & SAFETY**

**Microlearning: 5-10 Min**

Explores factors affecting psychological health in the workplace and provides risk management guidance.

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### REAL-LIFE STORY: I SURVIVED A WORKPLACE SHOOTING

**Multimedia:** Under 5 Min

Prepares employees for workplace threats through real-life storytelling.

---

### REDUCING STRESS ON THE JOB

**Multimedia:** Under 5 Min

Emphasizes the importance of stress reduction for maintaining mental health.

---

### REPORTING INCIDENTS: NO HARM DONE?

**Microlearning:** 5-10 Min

Engages learners with interactive problem-based learning scenarios on incident reporting.

---

### SAFETY & ENVIRONMENT IN THE WORKPLACE

**Course:** 21-30 Min

Presents detailed content to raise awareness of workplace safety and environmental practices.

---

### SAFETY LEADERSHIP

**Course:** 11-20 Min

Delivers detailed content to enhance safety leadership skills in the workplace.

---

### SUPPLY CHAIN: DUE DILIGENCE

**Microlearning:** 5-10 Min

Focuses on conducting due diligence on supply chain partners' business practices and values.

---

### NAVIGATING AN ACTIVE THREAT: A SIMULATION (MANUFACTURING)

**Simulations:** 5-10 Min

Provides an interactive, immersive experience for making decisions during an active threat in a manufacturing setting.

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### NAVIGATING AN ACTIVE THREAT: A SIMULATION (OFFICE)

**Simulations:** 5-10 Min

Offers an interactive simulation for making decisions during an active threat in an office setting.

---

### THE ESG FRAMEWORK: PROMISING WORKPLACE PRACTICES

**Microlearning:** 11-20 Min

Explains the ESG framework's integration into organizational values.

---

### THE VIRTUOUS CIRCLE: THE ESSENTIALS OF ESG AND YOU

**Microlearning:** 5-10 Min

Introduces ESG principles and their impact on individual and organizational values.

---

### VOICE OF THE PEOPLE: DOMESTIC VIOLENCE

**Multimedia:** Under 5 Min

Features real-life responses on recognizing and responding to domestic violence in the workplace.

---

### WORKING AT HEIGHTS PROCEDURAL WALKTHROUGHS

**Microlearning:** 5-10 Min

Provides targeted safety training materials for working at heights.

---

### WORKING TOGETHER: PROMOTING MUTUAL RESPECT

**Course:** 21-30 Min

Connects learners with workplace scenarios through a storytelling experience.

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## Executives and Boards of Directors

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: FINANCIAL IRREGULARITIES

**Course:** 5-10 Min

Guides board members in identifying and addressing financial fraud risks to safeguard organizational integrity.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: FRAMER

**Course:** Under 5 Min

Assists board members and executives in understanding strategic issues and ensuring long-term organizational success.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: INSIDER TRADING

**Course:** 5-10 Min

Helps board members evaluate and improve insider trading prevention programs to maintain ethical standards.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: ANTITRUST COMPLIANCE

**Microlearning:** 5-10 Min

Guides boards in assessing anticompetitive risks and ensuring strict compliance for healthy business growth.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: CONFLICTS OF INTEREST

**Microlearning:** 5-10 Min

Assists board members in scrutinizing and mitigating conflicts of interest to uphold organizational integrity.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: CYBERSECURITY

**Microlearning:** 5-10 Min

Equips boards with tools to assess and improve cybersecurity measures for enhanced organizational resilience.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: HARASSMENT, RESPECT, DIVERSITY

**Microlearning:** 5-10 Min

Helps boards foster a respectful, inclusive culture and mitigate risks related to harassment and discrimination.

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: HOW TO BUILD AN ETHICAL CULTURE

**Microlearning:** 5-10 Min

Guides board members in establishing company values and ensuring alignment with the code of conduct.



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# Exports, Imports, & Trade Compliance

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## COMPLYING WITH U.S. EXPORT CONTROLS

Course: 31-45 Min

Connects learners with real-life scenarios to embed knowledge about U.S. export controls.

---

## CUSTOMS CONTROLS MADE SIMPLE

Microlearning: 11-20 Min

Guides learners through import situations with case studies, simplifying customs concepts.

---

## DUE DILIGENCE: WHAT'S MY RESPONSIBILITY?

Microlearning: 11-20 Min

Helps learners understand proper due diligence procedures and compliance responsibilities.

---

## EFFECTIVE TRADE COMPLIANCE

Course: 31-45 Min

Delivers detailed content to enhance awareness and retention of trade compliance principles.

---

## EMBARGOED EXPORTS: EXPORT CONTROLS CHECK

Multimedia: Under 5 Min

Simplifies complex export control concepts through engaging animation.

---

## EXPORT CONTROLS MADE EASY

Microlearning: 11-20 Min

Guides learners through export scenarios, introducing key concepts and escalation points.

---

## GLOBAL EXPORT CONTROLS MADE EASY

Microlearning: 5-10 Min

Introduces export concepts and scenarios, aiding learners in identifying compliance issues.

---

## GLOBAL TRADE COMPLIANCE: INTRODUCTION & SUMMARY

Microlearning: 5-10 Min

Introduces learners to trade compliance complexities and assesses confidence levels.

---

## HOW TRADE COMPLIANCE AFFECTS YOU

Multimedia: Under 5 Min

Introduces trade compliance concepts and their impact on daily work routines.

---

## INTERNATIONAL SANCTIONS MADE SIMPLE

Microlearning: 11-20 Min

Guides learners through international sanctions with case studies and compliance procedures.

---

## INTERNATIONAL SANCTIONS: WHAT YOU NEED TO KNOW

Multimedia: Under 5 Min

Explains international trade sanctions and applicable strategies in a concise video.

---

## TRADE COMPLIANCE: E-MAIL GOES A LONG WAY

Multimedia: Under 5 Min

Engages learners with an energetic presentation on trade compliance concepts.

---

## U.S. ANTI-BOYCOTT REGULATIONS IN A GLOBAL MARKET

Microlearning: 5-10 Min

Guides learners through boycott scenarios and U.S. anti-boycott regulations with an explanatory video.

---

## WHAT US ANTI-BOYCOTT REGULATIONS MEAN FOR YOU: REVIEW, REPORT, REFER

Multimedia: Under 5 Min

Discusses U.S. anti-boycott regulations and employee responsibilities in a brief, informative video.

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## Financial Integrity, Insider Trading, Money Laundering

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### BLINDSPOT: INSIDER TRADING

**Simulation: 5-10 Min**

Experience the complexities of illegal insider trading through interactive simulations, fostering a deeper understanding of risks and legal ramifications.

---

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: FINANCIAL IRREGULARITIES

**Course : 5-10 Min**

Equip board members with essential insights into detecting and addressing financial fraud, ensuring organizational integrity and compliance with regulatory standards.

---

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: INSIDER TRADING

**Course: 5-10 Min**

Empower board members to assess and enhance their company's insider trading prevention measures, mitigating risks and reinforcing ethical conduct.

---

### ETHICAL TIP: AVOID INSIDER TRADING

**Multimedia: Under 5 Min**

Deliver concise, actionable advice on avoiding insider trading through engaging animated videos, fostering ethical decision-making in everyday situations.

---

### ETHICAL TIP: DO I HAVE INSIDE INFORMATION?

**Multimedia: Under 5 Min**

Offer practical guidance on handling potential inside information ethically, utilizing upbeat animated videos to reinforce ethical norms.

---

### FINANCIAL FRAUD: PREVENTING THE DAMAGE IT CAN CAUSE

**Multimedia: Under 5 Min**

Highlight the importance of financial integrity and fraud prevention through engaging multimedia content, reinforcing the organization's commitment to ethical conduct.

---

### FINANCIAL INTEGRITY: HELPING A VALUED CUSTOMER

**Microlearning: 5-10 Min**

Immerse learners in a problem-based scenario, fostering understanding of financial integrity principles and ethical decision-making.

---

### GLOBAL ANTI-MONEY LAUNDERING

**Course: 21-30 Min**

Engage learners with immersive storytelling to deepen their understanding of global anti-money laundering practices and compliance obligations.

---

### INSIDERTRADING

**Course: 31-45 Min**

Challenge employees to navigate real-life insider trading dilemmas, enhancing their awareness and ethical decision-making skills.

---

### INSIDER TRADING IS NEVER A GOOD CHOICE

**Multimedia: Under 5 Min**

Deliver a succinct message on the consequences of insider trading through lively video content, promoting ethical conduct and risk awareness.

---

### INSIDER TRADING WALLET CARD

**Offline Material: Under 5 Min**

Provide employees with a handy reference guide on insider trading, featuring customizable contact details for assistance and support.

---

### INSIDER TRADING: NEWS OF THE DEAL

**Microlearning: 5-10 Min**

Immerse learners in a scenario-based learning experience, enabling them to recognize and respond to insider trading risks effectively.

---

### INSIDER TRADING: UNDERSTANDING THE RISKS

**Microlearning: 5-10 Min**

Empower learners to identify and mitigate insider trading risks through interactive scenarios, fostering a culture of compliance and integrity.

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## MONEY LAUNDERING: A GLOBAL ISSUE

**Microlearning: 5-10 Min**

Illuminate the complexities of money laundering with real-life scenarios, equipping learners to comply with regulations and safeguard organizational assets.

---

## MONEY LAUNDERING: NOT JUST A BANKING ISSUE

**Microlearning: 5-10 Min**

Raise awareness of the pervasive nature of money laundering and the importance of compliance across industries, fostering a proactive approach to risk management.

---

## SAFEGUARDING COMPANY ASSETS

**Course: 21-30 Min**

Empower employees to protect company assets from theft and fraud through scenario-based learning, reinforcing the importance of vigilance and compliance.

---

## SPOTTING & REPORTING FRAUD

**Microlearning: 5-10 Min**

Equip learners with the skills to identify and address fraudulent activities through interactive scenarios, fostering a culture of transparency and accountability.

---

## UK CRIMINAL FINANCES ACT

**Course: 11-20 Min**

Provide a comprehensive overview of the UK Criminal Finances Act to enable employees to recognize and address potential tax evasion risks effectively.

---

## WHAT DOES FRAUD LOOK LIKE?

**Multimedia : Under 5 Min**

Illustrate common fraudulent behaviors through real-life examples, promoting vigilance and encouraging employees to report suspicious activities promptly.

---

## WHY IS ACCURACY CRITICAL IN LABOR CHARGES?

**Multimedia: Under 5 Min**

Highlight the importance of accurate labor charge recording in government projects through engaging video content, emphasizing compliance and integrity in labor practices.



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# Government Contracting

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## ORGANIZATIONAL CONFLICTS OF INTEREST: HOW TO PLAY FAIR

**Offline Material:** Under 5 Min

This job aid identifies 5 things to understand about OCIs and the 3 main types of OCIs and how to manage them, essential for understanding conflicts of interest in government contracting.

---

## PREVENTING PRODUCT SUBSTITUTION WITH PUBLIC CONTRACTS: BEST PRACTICES

**Offline Material:** Under 5 Min

This job aid defines product substitution and how key team members can help prevent it, crucial for procurement processes in government contracting.

---

## PROCUREMENT FOR GOVERNMENT CONTRACTS: WHAT YOU NEED TO KNOW

**Offline Material:** Under 5 Min

This job aid supplies an overview of 4 key roles and how each role's responsibilities are key to compliance, relevant for understanding procurement processes in government contracting.

---

## PROCUREMENT INTEGRITY: JUST AMONG FRIENDS

**Microlearning:** 5-10 Min

Learners gain an understanding of Procurement Integrity Act Provisions and how to comply with them, important for compliance training in government contracting.

---

## PUBLIC CONTRACT INVESTIGATIONS: WHAT YOU NEED TO KNOW

**Offline Material:** Under 5 Min

This job aid identifies the 4 phases to an investigation, and what to do, and what not to do at each phase in order to remain compliant, crucial for understanding investigative processes in government contracting.

---

## SAFEGUARDING CONFIDENTIAL INFORMATION AS A GOVERNMENT CONTRACTOR

**Microlearning:** 5-10 Min

This Short Take offers learners a variety of formats in which to engage with learning and apply what they have learned in real-life scenarios, important for understanding data security in government contracting.

---

## TIMEKEEPING FOR GOVERNMENT CONTRACTS: WHAT YOU NEED TO KNOW

**Offline Material:** Under 5 Min

This job aid identifies 5 rules for great timekeeping and how each team member can ensure compliance, essential for contract management in government contracting.

---

## U.S. GOVERNMENT FEDERAL GIFT RULES

**Microlearning:** 5-10 Min

This Short Take offers learners a variety of formats in which to engage with learning and apply what they have learned in real-life scenarios, important for understanding gift rules in government contracting.

---

## UPHOLDING SUPPLY CHAIN STANDARDS

**Multimedia:** 5-10 Min

This entertaining video is a perfect conversation starter, exploring various supply chain issues crucial for compliance training in government contracting.

---

## WORKING WITH GOVERNMENT CLIENTS

**Microlearning:** 5-10 Min

This Short Take offers learners a variety of formats in which to engage with learning and apply what they have learned in real-life scenarios, important for understanding client relations in government contracting.

---

## WORKING WITH THE FEDERAL GOVERNMENT: WHAT YOU NEED TO KNOW

**Offline Material:** Under 5 Min

This job aid identifies main risks and how to manage them, and how to handle 4 key risk factors, essential for understanding regulatory compliance in government contracting.

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# Healthcare Compliance

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## ADVAMED CODE OF ETHICS: WHAT YOU NEED TO KNOW

**Course:** 21-30 Min

This course outlines AdvaMed Code of Ethics expectations for all employees, focusing on facilitating ethical communications with the healthcare community, including HIPAA compliance and adherence to healthcare regulations.

---

## COMMUNICATING WITH THE HEALTHCARE COMMUNITY

**Course:** 31-45 Min

Learn effective and ethical communication with healthcare professionals in various areas, covering consulting arrangements, educational and promotional activities, and compliance with the Sunshine Act and corporate integrity agreements.

---

## COMPLIANCE WITH THE SUNSHINE ACT

**Course:** 11-20 Min

Gain guidance on complying with the Sunshine Act, ensuring transparency in financial relationships between pharmaceutical companies and healthcare providers.

---

## CORPORATE INTEGRITY AGREEMENTS

**Course :** 11-20 Min

Understand Corporate Integrity Agreements (CIAs) and their role in ensuring compliance with healthcare regulations, including HIPAA and regulations governing medical devices, to maintain ethical standards and prevent fraud.

---

## DATA PROTECTION & PRIVACY IN THE LIFE SCIENCES: KNOW YOUR RISK

**Course:** 21-30 Min

Explore data privacy in life sciences, including HIPAA compliance, patient privacy laws, and healthcare fraud prevention, focusing on handling sensitive data and protecting patient health information.

---

## DEMONSTRATING CORPORATE INTEGRITY: KICKBACKS

**Microlearning:** 5-20 Min

Interactive modules addressing ethical dilemmas in healthcare, including kickbacks and off-label promotions, guiding learners through real-life scenarios to promote compliance with healthcare regulations.

---

## ETHICAL TIP: AVOID HIPAA VIOLATIONS

**Multimedia:** Under 5 Min

Short, practical video providing tips to avoid HIPAA violations, ensuring compliance with patient privacy laws and safeguarding protected health information in healthcare interactions.

---

## NAME: FINANCIAL TRANSPARENCY IN ENGAGEMENTS WITH HCPS: KNOW YOUR RISK

**Course:** 31-45 Min

Delve into the bribery and corruption risks in engaging healthcare professionals (HCPs), focusing on transparent financial engagements and compliance with anti-bribery laws and regulations.

---

## HEALTHCARE FRAUD, WASTE, & ABUSE

**Microlearning:** 21-30 Min

Address fraud, waste, and abuse in healthcare programs, covering Medicare compliance and insurance billing, using problem-based scenarios to identify and prevent fraudulent activities.

---

## HEALTHCARE KICKBACKS: WHAT YOU NEED TO KNOW

**Microlearning:** 11-20 Min

Interactive modules guiding learners in managing kickback situations in healthcare interactions, emphasizing identification, appropriate responses, and escalation procedures to ensure compliance with regulations.

---

## HIPAA & ADMINISTRATION OF COMPANY HEALTH PLANS

**Course:** 21-30 Min

Video course detailing HIPAA regulations and their application

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## Managers, Supervisors, and Leaders

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### ADA BASICS

Course: 11-20 Min

Learn the fundamental principles and protections of the Americans with Disabilities Act (ADA) in the workplace, covering hiring practices, personnel decisions, and disability accommodations to ensure compliance and inclusivity.

---

### ADDRESSING SYSTEMIC RACISM IN THE WORKPLACE

Microlearning: 11-20 Min

Guide on recognizing and addressing systemic racism in the workplace, offering insights into fostering diversity, equity, and inclusion.

---

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: FINANCIAL IRREGULARITIES

Course: 5-10 Min

Course focusing on identifying and addressing financial irregularities, providing board members with tools to uncover and mitigate risks of fraud within organizations.

---

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: INSIDER TRADING

Course: 5-10 Min

Training on preventing insider trading, helping board members understand risks associated with internal transactions and implement measures to enhance program effectiveness.

---

### COOPERATING WITH SEXUAL HARASSMENT INVESTIGATIONS: BE THERE FOR YOUR TEAM

Microlearning: 11-20 Min

Guide for managers on supporting sexual harassment investigations and understanding organizational responsibilities.

---

### CREATING AN INCLUSIVE ENVIRONMENT

Microlearning: 5-10 Min

Explore strategies for fostering an inclusive workplace culture, emphasizing effective communication and empathy.

---

### CULTIVATING A HARASSMENT-FREE GLOBAL WORKPLACE: ESSENTIALS (YEAR 3)

Course: 21-30 Min, 31-45 Min

Essential training on maintaining a respectful and harassment-free workplace, recommended for implementation in the third year of a three-year training cycle.

---

### CULTIVATING LEADERSHIP IN ANY ROLE

Microlearning: 5-10 Min

Learn leadership principles applicable to all roles, focusing on problem-solving and team performance enhancement.

---

### CULTIVATING RESPECT: WORKPLACE RESPECT FOR MANAGERS

Multimedia: Under 5 Min

Engaging multimedia presentation on promoting workplace respect, featuring practical tips for managers at all levels.

---

### EMPOWERING AN INCLUSIVE ENVIRONMENT

Multimedia: Under 5 Min

Animated media emphasizing the importance of diversity and communication in fostering an inclusive workplace environment.

---

### ETHICAL LEADERSHIP

Course: 21-30 Min

Course highlighting the importance of ethical decision-making in leadership roles, using real-life scenarios to illustrate consequences.

---

### CODE FOR EXECUTIVES AND BOARDS OF DIRECTORS: CYBERSECURITY

Microlearning: 5-10 Min

Guide for board members on assessing and enhancing cybersecurity programs to mitigate external and internal risks.

---

### CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: HARASSMENT, RESPECT, DIVERSITY

Microlearning: 5-10 Min

Activities for boards to enhance company culture, emphasizing respect, diversity, and prevention of workplace harassment.

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## CODE FOR EXECUTIVES & BOARDS OF DIRECTORS: HOW TO BUILD AN ETHICAL CULTURE

**Microlearning: 5-10 Min**

Module guiding board members in establishing ethical culture and verifying adherence to company values.

---

## GOVERNMENT CONTRACTING: TIMEKEEPING

**Microlearning: 5-10 Min**

Microlearning module emphasizing accurate timekeeping for government contracts to ensure compliance and prevent consequences of inaccurate records.

---

## INTEGRITY IN THE MOMENT

**Multimedia: Under 5 Min**

Brief video aiding learners in recognizing integrity challenges in the workplace and making ethical decisions.

---

## OTHER COMPANIES' EMPLOYEES: IS IT STILL HARASSMENT?

**Microlearning: 11-20 Min**

Guide on recognizing and addressing harassment from employees of other companies, emphasizing organizational responses and employee support.

---

## PREVENTING A HOSTILE ENVIRONMENT

**Microlearning: 11-20 Min**

Exploration of characteristics of hostile work environments and strategies for preventing unintended harassment.

---

## QUID PRO QUO

**Microlearning: 5-10 Min**

Module focusing on quid pro quo sexual harassment and its distinctions from other forms of harassment.

---

## RECOGNIZING SEXUAL HARASSMENT

**Microlearning: 11-20 Min**

Microlearning module providing insights into identifying and addressing sexual harassment in the workplace to promote a safer environment.

---

## REPORTING & RETALIATION: MANAGER TOOLKIT

**Offline Material: 21-30 Min**

Toolkit offering managers strategies to address reporting and retaliation concerns, including articles, exercises, and guides for improving team culture.

---

## SAFETY LEADERSHIP

**Course: 11-20 Min**

Detailed training on safety leadership principles, emphasizing awareness and proactive measures for workplace safety.

---

## SEXUAL HARASSMENT OUTSIDE OF WORK

**Microlearning: 5-10 Min**

Exploration of recognizing and addressing sexual harassment outside the workplace, providing guidance for appropriate responses.

---

## TAKE THE EXTRA STEP FOR SUSTAINABILITY

**Multimedia: Under 5 Min**

Media asset encouraging employees to take leadership roles in promoting sustainability within the organization.

---

## THINKING LIKE A LEADER

**Multimedia: Under 5 Min**

Short video offering techniques for developing leadership skills and mindset.

---

## UNDERSTANDING THE PAYMENT CARD INDUSTRY DATA SECURITY STANDARD

**Course: 11-20 Min**

Detailed training on the Payment Card Industry Data Security Standard (PCI DSS) and its application in ensuring secure transactions.

---

## VALUES-BASED CODE: INTEGRITY

**Course: 5-10 Min**

Module focusing on ethical challenges and integrity in decision-making, offering perspectives and scenarios for learners to explore.

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## Pharmaceutical

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### ADVAMED CODE OF ETHICS: WHAT YOU NEED TO KNOW

Course: 21-30 Min

Gain insights into AdvaMed Code of Ethics expectations for ethical communications with the healthcare community, including HIPAA compliance and adherence to healthcare regulations.

---

### COMMUNICATING WITH THE HEALTHCARE COMMUNITY

Course: 31-45 Min

Learn effective and ethical communication practices for engaging with healthcare professionals, covering consulting arrangements, educational activities, and compliance with regulations such as the Sunshine Act.

---

### COMPLIANCE WITH THE SUNSHINE ACT

Course: 11-20 Min

Explore guidance on ensuring transparency and compliance with the Sunshine Act regarding financial relationships between pharmaceutical companies and healthcare providers.

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### CORPORATE INTEGRITY AGREEMENTS

Course: 11-20 Min

Understand the role of Corporate Integrity Agreements (CIAs) in maintaining compliance with healthcare regulations, including HIPAA, and preventing fraud within pharmaceutical organizations.

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### DATA PROTECTION & PRIVACY IN THE LIFE SCIENCES: KNOW YOUR RISK

Course: 21-30 Min

Delve into data privacy principles and regulations within the life sciences industry, including HIPAA compliance and safeguarding patient health information.

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### DEMONSTRATING CORPORATE INTEGRITY: KICKBACKS

Microlearning: 5-20 Min

Interactive modules addressing ethical dilemmas such as kickbacks, guiding learners through real-life scenarios to promote compliance with pharmaceutical ethics and regulations.

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### ETHICAL TIP: AVOID HIPAA VIOLATIONS

Multimedia: Under 5 Min

Short video providing practical tips to avoid HIPAA violations and ensure compliance with patient privacy laws in pharmaceutical interactions.

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### FINANCIAL TRANSPARENCY IN ENGAGEMENTS WITH HCPS: KNOW YOUR RISK

Course: 31-45 Min

Explore the risks associated with engaging healthcare professionals (HCPs), focusing on transparent financial practices and compliance with anti-bribery laws.

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### HEALTHCARE FRAUD, WASTE, & ABUSE

Microlearning: 21-30 Min

Address healthcare fraud prevention and detection, covering Medicare compliance and insurance billing practices to mitigate fraudulent activities.

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### HEALTHCARE KICKBACKS: WHAT YOU NEED TO KNOW

Microlearning: 11-20 Min

Interactive modules guiding learners in managing kickback situations within pharmaceutical interactions, emphasizing identification and appropriate responses.

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### HIPAA AND ADMINISTRATION OF COMPANY HEALTH PLANS

Course: 21-30 Min

Detailed course on HIPAA regulations and their application in administering company health plans, ensuring compliance and safeguarding protected health information.

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## Glossary

**Course:** Any of SAI360's library of ethics and compliance learning experiences typically ranging from 5 to 60 minutes.

**Microlearning:** Delivers brief, focused, and targeted learning content to learners in small, easily digestible units. Microlearning modules may contain multimedia assets or a subset of assessment questions. Run time is 10 minutes or less.

**Multimedia:** Video or animation-based assets that serve as brief presentations on ethics and compliance topics and are designed to build and maintain awareness over time. Multimedia assets augment both full-length, in-depth, learning experiences such as courses or short, focused learning experiences such as microlearning modules. They vary in duration (minutes) and visual style including live-action video and animated video.

**Offline Materials:** Refers to ethics and compliance training materials, in-person training facilitation materials, or supplemental program marketing elements such as posters and job aids delivered as downloadable files.

**Simulations:** Immersive, branched learning experiences in which learners actively choose their own path through multiple decision points. May use basic or advanced branching, or interactive video.

**Translations and Localization:** Text translation in 60+ languages for Library Collection and extends to customizations and bespoke learning projects.

## SAI360's unified approach to risk sets us apart

Today's complex risk landscape demands more. SAI360 leads the way with an integrated GRC platform and Learning solution that spans the entire risk and compliance spectrum.

### Risk Management Solutions

- Risk & Compliance Management Solutions
- Enterprise & Operational Risk Management
- Regulatory Compliance
- Policy Management
- Third-Party / Vendor Risk Management
- Internal Controls
- Internal Audit
- Incident Management
- Conflicts of Interest (COI)
- Gifts and Hospitality
- IT & Cybersecurity
- Business Continuity Management

### Ethics & Compliance Learning Solutions

- Content Library
- Course Editor,
- LMS
- Program Management
- Disclosure Management
- Code of Conduct