

COURSE

# Preventing Workplace Harassment — Canada

13th Edition

Respect



## Harassment Training Canadian Standards.

The comprehensive training Course delves into important topics such as bullying, harassment, and workplace violence. It equips employees with practical and effective strategies to proactively maintain a respectful workplace. Additionally, the Course guides learners to thoroughly review and acknowledge their employer's policies and reporting procedures.

By prioritizing respect and investing in this training program, organizations can pave the way for a more cohesive, respectful, and productive working environment for all. In individuals from various generations, races, and ethnicities, it is crucial to recognize that "respectful" behavior can mean different things to different people. To foster an inclusive environment, we highly recommend implementing an annual respect training program. This program aims to cultivate a shared language and establish clear behavioral standards that promote respect among your workforce.

### Course Description

This program educates managers based in or doing business in Canada on workplace bullying, violence, and harassment. It is designed to satisfy mandated training requirements in Alberta, Ontario, Quebec, and British Columbia - and includes engaging video scenarios and practical manager checklists and guidance. It also includes language, spelling, and references appropriate for a Canadian audience.

### Key Concepts

- How to navigate employee conflict with our Workplace Color Spectrum™
- What is workplace violence?
- What is psychological harassment?
- What are protected grounds?
- How to give feedback and modify inappropriate conduct before it leads to a harmful work environment
- How to identify warning signs for workplace violence and appropriate response procedures
- How to use workplace policies and procedures to report any workplace concerns

### Course Features

- Access to our Anonymous Ask the Expert tool
- Rich video scenarios based on real-world events
- Built-in employee sentiment surveys
- 50+ Machine Translation Options
- Optional program timer
- Policy acknowledgement tool



### VERSIONS

All Employees (40 min)

### WHAT'S COVERED

- [Bullying](#)
- [Bystander To Upstander](#)
- [Causal Connection](#)
- [Forms Of Harassment](#)
- [Gender Identity](#)
- [Hostile Work Environment](#)
- [Investigations](#)
- [Manager's Duty To Report](#)
- [Negative Job Action](#)
- [Off-Duty Conduct](#)
- [Office Romance](#)
- [Protected Activity](#)
- [Protected Grounds](#)
- [Psychological Harassment](#)
- [Quid Pro Quo](#)
- [Reprisal](#)
- [Severe & Pervasive](#)
- [Sexual Orientation](#)
- [Toxic Workplace](#)
- [Unwelcome Conduct](#)

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Employment &amp; Labor Law Expert, Canada

**Lessons****Respect is a Skill**

An introduction to the purpose and goals of this course. Also, an introduction to the concept that team dynamics are influenced by peoples' culture skills.

**The Workplace Colour Spectrum® Tool**

Explaining what the Workplace Colour Spectrum is and how it can help managers and employees understand and categorize their conduct — and the conduct of others.

**What Is Unlawful Harassment?**

Workplace harassment involves conduct or comments relating to "protected grounds." But what are they, and which ones apply in my workplace?

**Bullying, Psychological Harassment, and Vexatious Behaviour**

This lesson helps the workforce understand, identify, and measure vexatious and bullying behaviour in the workplace.

**What Is Workplace Violence?**

Sensational workplace violence tragedies are often in the news. But workplace violence covers a lot more ground than that - and impacts people in more ways than you might at first think.

**Warning Signs**

There are usually warning signs before most workplace violence situations happen. Learning to spot and report them is an important way to keep our workplace safe.

**Different Forms of Harassment**

Workplace Harassment always involves conduct that meets certain legal criteria and is unlawful. What kind of conduct is that? Review the different forms of harassing conduct.

**What is Unwanted Conduct?**

A hostile work environment always involves "unwanted conduct." What is it and how do you know when your words or actions are "unwanted?"

### **Red and Toxic Conduct**

Red conduct is illegal and negatively impacts work culture. Help employees determine what it looks like and how to know when conduct is crossing the line from orange to red.

### **Who Can Be Involved in Harassment?**

Explaining the reach of workplace harassment laws, who is protected, and who can be an offender.

### **Reprisal**

Employees have a right to raise a concern or complaint without fear of reprisal. This lesson teaches learners about when a situation and a management action crosses the line and may give the appearance of reprisal.

### **Reporting, Investigations, and Workplace Policies**

This lesson teaches employees how and where to report concerns of harassment, and outlines the employer's investigation process when concerns are reported. All employers must have their own harassment prevention policy and workplace violence prevention plan to highlight in this lesson.