



**PAYMASTER**  
A BETTER WAY TO PAY

# Learn: Premium

## Course Catalog



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## Harassment

### Diversity

- **A Manager's Guide to Diversity, Inclusion, and Accommodation**  
Duration: 30 minutes | Languages: English  
Target Audience: Managers
- **Diversity on the Job: The Importance of Diversity and the Changing Workplace**  
Duration: 60 minutes | Languages: English  
Target Audience: Employees
- **Global Diversity**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Maintaining a Cohesive Multi-generational Workforce**  
Duration: 25 minutes | Languages: English  
Target Audience: Managers
- **Managing Multi-generational Employees**  
Duration: 22 minutes | Languages: English  
Target Audience: Managers
- **Managing Workforce Generations: Working with a Multi-generational Team**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers

### Harassment

- **Bullying and Hazing on Campus\***  
Duration: 35 minutes | Languages: English  
Target Audience: Employees
- **Harassment Prevention for California Managers\***  
Duration: 143 minutes | Languages: English / Spanish  
Target Audience: Managers

- **Harassment Prevention for Connecticut Managers\***  
Duration: 140 minutes | Languages: English / Spanish  
Target Audience: Managers
- **Harassment Prevention for Maine Managers\***  
Duration: 78 minutes | Languages: English / Spanish  
Target Audience: Managers
- **Harassment Prevention for US Employees\***  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Harassment Prevention for US Managers\***  
Duration: 75 minutes | Languages: English / Spanish  
Target Audience: Managers
- **Preventing Bullying and Violence\***  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Preventing Harassment in the Global Workplace – Employee Edition\***  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Preventing Harassment in the Global Workplace – Manager Edition\***  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Managers
- **Title IX for Higher Education\***  
Duration: 30 minutes | Languages: English  
Target Audience: Employees

\* Courses available with Workplace Harassment package.

Custom Course Uploader (CCU) capabilities are included with every Learn package.

The CCU provides employers with a single source to store, manage, administer, and track their niche training and educational courses alongside Learn's robust course catalog.

## Compliance and Legal

### Employment Law

- **EEO and Lawful Hiring**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

- **HIPAA for Non-Medical Employers**

Duration: 25 minutes | Languages: English  
Target Audience: Managers

- **HIPAA Privacy Essentials**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **HIPAA – Privacy Rule for Business Associates**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **HIPAA – Privacy Rule for Covered Entities**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **HIPAA – Security Rule for Business Associates**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **HIPAA – Security Rule for Covered Entities**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Privacy and Information Security**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Union Awareness**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Wage and Hour Awareness for Managers**

Duration: 24 minutes | Languages: English  
Target Audience: Managers

- **Wage and Hour for Employees**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Workplace Management: Employment Laws and Regulations**

Duration: 110 minutes | Languages: English  
Target Audience: Employees

### Ethics

- **Business Ethics**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Code of Conduct Awareness**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Code of Conduct Awareness – Higher Education Edition**

Duration: 15 minutes | Languages: English  
Target Audience: Employees

## Ethics (cont'd)

- **Compliance Impact: Business Ethics – Adjusting the Figures**

Duration: 6 minutes | Languages: English  
Target Audience: Employees

- **Financial Integrity**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Foreign Corrupt Practices Act**

Duration: 60 minutes | Languages: English  
Target Audience: Everyone

- **Global Conflicts of Interest**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Integrity in the Workplace**

Duration: 48 minutes | Languages: English  
Target Audience: Employees

## HR Compliance

- **Campus Security Obligations Under Federal Law**

Duration: 42 minutes | Languages: English  
Target Audience: Employees

- **FERPA for Higher Education**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Rightful Employment Termination**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

## Leaves of Absence

- **FMLA Leave and More: An Overview of Legally Protected Leave**

Duration: 12 minutes | Languages: English  
Target Audience: Employees



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## Workplace Safety

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### Personal Safety

- **Cold Stress\*\***

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Electrical Safety\*\***

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Fall Protection\*\***

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Fire Safety and Prevention\*\***

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Flammable Liquids\*\***

Duration: 50 minutes | Languages: English  
Target Audience: Employees

- **Heat Stress Recognition and Prevention\*\***

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Industrial Ergonomics\*\***

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Ladder Safety 2.0\*\***

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Office Ergonomics\*\***

Duration: 25 minutes | Languages: English  
Target Audience: Employees

- **Portable Fire Extinguishers\*\***

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Workplace Security Awareness\*\***

Duration: 30 minutes | Languages: English  
Target Audience: Employees

### Workplace Safety

- **Active Shooter**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Active Shooter: Preparation, Warning Signs and Survival**

Duration: 20 minutes | Languages: English  
Target Audience: Employees

\*\* Courses available with Premium package.

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## Human Resources

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### Leadership

- **Achieve Your Objectives through Effective Delegation**  
Duration: 25 minutes | Languages: English  
Target Audience: Managers
- **Being an Effective Team Member**  
Duration: 60 minutes | Languages: English  
Target Audience: Employees
- **Building and Leading Teams**  
Duration: 15 minutes | Languages: English  
Target Audience: Managers
- **First Time Manager: Understanding a Manager's Role**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Leadership Essentials: Motivating Employees**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Leading Teams: Building Trust and Commitment**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Leading Teams: Dealing with Conflict**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers

- **Leading Teams: Developing the Team and its Culture**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Leading Teams: Establishing Goals, Roles, and Guidelines**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Leading Teams: Managing Virtual Teams**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Leading Teams: Motivating and Optimizing Performance**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers

### People Operations

- **A Manager's Guide to Discipline and Documentation**  
Duration: 30 minutes | Languages: English  
Target Audience: Managers
- **Compensation and Benefits: Managing Policies, Programs, and Activities**  
Duration: 30 minutes | Languages: English  
Target Audience: Managers
- **Management of People: Talent Acquisition and Retention**  
Duration: 102 minutes | Languages: English  
Target Audience: Managers

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## People Operations (cont'd)

- **Managing Special Leaves of Absence Situations**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Retaining Your Talent Pool**  
Duration: 120 minutes | Languages: English  
Target Audience: Managers
- **Strategies for Successful Employee Onboarding: Assessing Program Success**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Strategies for Successful Employee Onboarding: Getting Started**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **The Benefits and Challenges of Engaging Employees**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Workforce Planning and Employment: Orientation, Onboarding, and Exit Strategies**  
Duration: 90 minutes | Languages: English  
Target Audience: Managers

## Performance Management

- **Human Resource Development: Performance Appraisal and Talent Management**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Monitoring and Improving Performance**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Performance Appraisal Essentials: 360-degree Appraisals**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Performance Appraisal Essentials: Conducting Traditional Appraisals**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Performance Appraisal Essentials: Planning for Appraisals**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Planning for Performance**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Strategies for Successful Employee Onboarding: An Introduction**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers

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## Wellness

- **Optimizing Your Work/Life Balance: Maintaining Your Life Balance**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Optimizing Your Work/Life Balance: Taking Control of Your Stress**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Pandemic Flu Awareness**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

## Computer and IT

### Cybersecurity

- **Global Cybersecurity Basics**

Duration: 12 minutes | Languages: English  
Target Audience: Everyone

- **IT Security for End Users: IT Security Fundamentals**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Preventing Identity Theft**

Duration: 30 minutes | Languages: English  
Target Audience: Employees



## Customer Service

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### Customer Service

- **Creating and Sustaining a Customer-focused Organization**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Customer Advocacy: Communicating to Build Trusting Customer Relationships**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Customer-driven Process Improvement: Identifying Customer Needs**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Customer Service Confrontation and Conflict**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Customer Service Fundamentals: Building Rapport in Customer Relationships**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Customer Service over the Phone**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Developing Your Customer Focus**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Essential Skills for Professional Telephone Calls**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Shaping the Direction of Customer Service in Your Organization**

Duration: 60 minutes | Languages: English  
Target Audience: Managers

- **The Angry Caller: What's Your Plan?**

Duration: 6 minutes | Languages: English  
Target Audience: Employees



## Professional Development

### Meetings

- **Dealing with Common Meeting Problems**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Managing Effective Business Meetings**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Preparing for Effective Business Meetings**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

### Workplace Skills

- **Are You Listening to Your Customers?**

Duration: 6 minutes | Languages: English  
Target Audience: Employees

- **Basic Presentation Skills: Creating a Presentation**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Basic Presentation Skills: Delivering a Presentation**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Basic Presentation Skills: Planning a Presentation**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Business Writing: Editing and Proofreading**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Business Writing: How to Write Clearly and Concisely**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Business Writing: Know Your Readers and Your Purpose**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Communicating Across Cultures**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Communication Methods that Make Sense and Make Your Point**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Creating a Compelling Job Description**

Duration: 6 minutes | Languages: English  
Target Audience: Managers

- **Creating a Positive Attitude**

Duration: 120 minutes | Languages: English  
Target Audience: Employees

## Workplace Skills (cont'd)

- **Emergency Response in the Workplace**

Duration: 45 minutes | Languages: English  
Target Audience: Employees

- **Essentials of Interviewing and Hiring: Conducting an Effective Interview**

Duration: 60 minutes | Languages: English  
Target Audience: Managers

- **Getting Results without Direct Authority: Persuasive Communication**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Handling Difficult Conversations Effectively**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Interpersonal Communication: Being Approachable**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Interpersonal Communication: Communicating Assertively**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Interpersonal Communication: Communicating with Confidence**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Interpersonal Communication: Listening Essentials**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Interpersonal Communication: Targeting Your Message**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Interviewing: Doing it Right**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

- **Listening Essentials: Improving Your Listening Skills**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Listening Essentials: The Basics of Listening**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Listening to Improve Conversation**

Duration: 6 minutes | Languages: English  
Target Audience: Employees

- **Management Essentials: Confronting Difficult Employee Behavior**

Duration: 60 minutes | Languages: English  
Target Audience: Managers

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## Workplace Skills (cont'd)

- **Management of People: Total Rewards**

Duration: 75 minutes | Languages: English  
Target Audience: Managers

- **Solving Problems: Framing the Problem**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Techniques for Communicating Effectively with Senior Executives**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Telecommuting Basics: Communication Strategies for the Remote Employee**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **The Internet, Social Media, and Electronic Communication**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **The Voice of Leadership: Effective Leadership Communication Strategies**

Duration: 60 minutes | Languages: English  
Target Audience: Managers

- **Time Management: Analyzing Your Use of Time**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Time Management: Avoiding Time Stealers**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Time Management: Planning and Prioritizing Your Time**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Training and Development**

Duration: 120 minutes | Languages: English  
Target Audience: Managers

- **Using E-mail and Instant Messaging Effectively**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Working with Difficult People: Dealing with Micromanagers**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Working with Difficult People: How to Work with Aggressive People**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Working with Difficult People: How to Work with Manipulative People**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

## Workplace Skills (cont'd)

- **Working with Difficult People: How to Work with Negative People**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Working with Difficult People: How to Work with Procrastinators**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Working with Difficult People: How to Work with Self-serving People**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Working with Difficult People: Identifying Difficult People**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Workplace Conflict: Recognizing and Responding to Conflict**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Workplace Conflict: Strategies for Resolving Conflicts**

Duration: 60 minutes | Languages: English  
Target Audience: Employees



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# Workplace Harassment Prevention

## Diversity

- **Overcoming Your Own Unconscious Biases**

Duration: 25 minutes | Languages: English  
Target Audience: Everyone

- **Overcoming Unconscious Bias in the Workplace**

Duration: 25 minutes | Languages: English  
Target Audience: Everyone

- **Unconscious Bias**

Duration: 6 minutes | Languages: English  
Target Audience: Everyone

- **Understanding Unconscious Bias**

Duration: 25 minutes | Languages: English  
Target Audience: Everyone

- **Your Role in Workplace Diversity**

Duration: 36 minutes | Languages: English  
Target Audience: Everyone

## Harassment

- **Bullying and Hazing on Campus**

Duration: 35 minutes | Languages: English  
Target Audience: Employees

- **Harassment Prevention for California Employees**

Duration: 75 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for California Managers**

Duration: 143 minutes | Languages: English / Spanish  
Target Audience: Managers

- **Harassment Prevention for Connecticut Employees**

Duration: 140 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for Connecticut Mangers**

Duration: 138 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for Delaware Employees**

Duration: 45 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for Delaware Managers**

Duration: 76 minutes | Languages: English / Spanish  
Target Audience: Managers

- **Harassment Prevention for Illinois Employees**

Duration: 51 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for Illinois Employees (Restaurant/Bar)**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Harassment Prevention for Illinois Managers**

Duration: 79 minutes | Languages: English / Spanish  
Target Audience: Managers

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# Workplace Harassment Prevention

## Harassment (cont'd)

- **Harassment Prevention for Illinois Managers (Restaurant/Bar)**

Duration: 60 minutes | Languages: English  
Target Audience: Managers

- **Harassment Prevention for Maine Employees**

Duration: 46 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for Maine Managers**

Duration: 78 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for New York State and New York City Employees**

Duration: 55 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for New York State and New York City Managers**

Duration: 80 minutes | Languages: English / Spanish  
Target Audience: Managers

- **Harassment Prevention for US Employees**

Duration: 42 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Harassment Prevention for US Managers**

Duration: 72 minutes | Languages: English / Spanish  
Target Audience: Employees



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# Workplace Safety

## Environment & Climate

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### Environmental Compliance

- **Asbestos**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Environmental Regulations Overview**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Lead Awareness in Construction**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Lead Awareness in General Industry**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

### Hazard Communications

- **Decontamination (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Emergency Response and Spill Control (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Fire and Explosion Hazards (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Globally Harmonized System of Classification and Labeling of Chemicals (GHS)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Hazard Communication: An Employee's Right to Know**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Hazard Communication (HAZWOPER)**

Duration: 24 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Heat and Cold Exposure Management (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Site Safety and Health Plan Procedures (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Toxicology (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

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# Workplace Safety

## Hazardous Waste

- **Biosafety Hazardous Waste Handling and Disposal**

Duration: 35 minutes | Languages: English  
Target Audience: Employees

- **Hazardous Material Handling and Storage**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Hazardous Materials in the Workplace**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Hazardous Waste Generator (RCRA)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Regulatory Overview (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Site Control (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Storm Water Pollution Prevention**

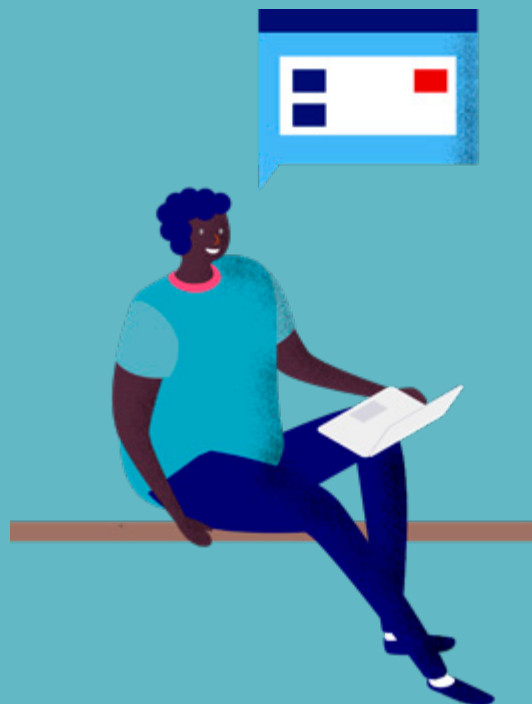
Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Universal Waste Rule Training**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Waste Minimization and Pollution Prevention for Employees**

Duration: 18 minutes | Languages: English  
Target Audience: Employees



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# Workplace Safety

## Workplace Safety

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### OSHA and General Safety

- **Accident Investigation and Reporting**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

- **Aerial Work Platforms**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Behavior-based Safety for Supervisors**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

- **Chemical Process Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Chemical Process Safety Management**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

- **Compressed Gas Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Contractor Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Crane Signaling and Communications**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Electrical Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Global Safety Principles: Indoor Hoisting and Rigging**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Hand and Power Tool Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Hand and Power Tool Safety Impact: Pneumatic Tools**

Duration: 5 minutes | Languages: English  
Target Audience: Employees

- **Hydrogen Sulfide**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Introduction to Industrial Hygiene**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Introduction to OSHA**

Duration: 132 minutes | Languages: English  
Target Audience: Employees

- **Job Hazard Analysis**

Duration: 30 minutes | Languages: English  
Target Audience: Managers

- **Lead Awareness in General Industry**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Machine Guarding**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

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# Workplace Safety

## OSHA and General Safety (cont'd)

- **Mold Awareness**  
Duration: 60 minutes | Languages: English  
Target Audience: Employees
- **NFPA 1600 Disaster/Emergency Management**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **NFPA 70E Electrical Safety in the Workplace 2015 Edition**  
Duration: 120 minutes | Languages: English  
Target Audience: Employees
- **Office Safety**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **OSHA 300 Recordkeeping**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Regulatory Information**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Rigging Equipment and Inspection**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Safety at Work: A Systematic Approach**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Scaffolding and Ladder Safety**  
Duration: 40 minutes | Languages: English  
Target Audience: Employees
- **Scissor Lifts**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Spill Prevention and Control**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Spill Prevention, Control, and Countermeasure Plan**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Trenching and Excavation Safety**  
Duration: 25 minutes | Languages: English  
Target Audience: Employees
- **Warehouse Safety**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Welding, Cutting, and Brazing**  
Duration: 15 minutes | Languages: English  
Target Audience: Employees
- **Workplace Inspections**  
Duration: 60 minutes | Languages: English  
Target Audience: Managers
- **Workplace Safety Orientation**  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Confined Spaces**  
Duration: 60 minutes | English / Spanish  
Target Audience: Employees

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# Workplace Safety

## OSHA and General Safety (cont'd)

- **Safety Data Sheets**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Slips, Trips and Falls**

Duration: 18 minutes | Languages: English / Spanish  
Target Audience: Employees

## Personal Protective Equipment

- **Hearing Conservation**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Personal Protective Equipment (HAZWOPER)**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **PPE: Eye and Face Protection**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **PPE: Foot and Leg Protection**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **PPE: Hand Protection**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **PPE: Head Protection**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **PPE: Personal Protective Equipment**

Duration: 60 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Respiratory Protection**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Respiratory Protection Impact: Donning and Doffing**

Duration: 4 minutes | Languages: English  
Target Audience: Employees

## Personal Safety

- **Back Safety and Injury Prevention**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Benzene Awareness**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Bloodborne Pathogen Awareness**

Duration: 60 minutes | Languages: English / Spanish  
Target Audience: Employees

- **First Aid: Basic**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **First Aid: Medical Emergencies**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Global Safety Principles: Silica in General Industry**

Duration: 25 minutes | Languages: English / Spanish  
Target Audience: Employees

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# Workplace Safety

## Personal Safety (cont'd)

- **Hazards to Outdoor Workers**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Laboratory Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

## Transportation

- **Accident Procedures Involving Large Vehicles**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Collision Avoidance**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Defensive Driving**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Defensive Driving Fundamentals**

Duration: 48 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Defensive Driving: Truck Safety**

Duration: 180 minutes | Languages: English  
Target Audience: Employees

- **Distracted Driving**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **DOT 1: Hazardous Materials Table**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **DOT 1: Introduction, Classification, and the Hazardous Materials Table**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **DOT 2: Packaging, Labeling, Marking, and Placarding**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **DOT 3: Shipping Papers**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **DOT 4: Loading and Storage**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **DOT: Air Brakes**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **DOT: Drug and Alcohol Awareness**

Duration: 120 minutes | Languages: English  
Target Audience: Employees

- **DOT: Hours of Service**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

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# Workplace Safety

## Transportation (cont'd)

- **DOT: Inspections**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **DOT: Security for Shipment of Hazardous Materials**  
Duration: 60 minutes | Languages: English  
Target Audience: Employees
- **Emergency Situations While Driving**  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Ergonomics and Injury Prevention for Commercial Vehicle Operators**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Flagging Safety**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Flatbed Cargo Securement**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **Forklift Operation 1: Safety Inspection and Maintenance**  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Forklift Operation 2: Stability and Capacity**  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Forklift Operation 3: Load Handling**  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Forklift Operation 4: Traveling and Maneuvering**  
Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Forklift Safety Awareness**  
Duration: 45 minutes | Languages: English / Spanish  
Target Audience: Employees
- **Hazardous Materials: Infectious Materials Transportation by Ground**  
Duration: 60 minutes | Languages: English  
Target Audience: Employees
- **Hazardous Weather Driving for Commercial Vehicle Operators**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **IATA 1: Hazard Class Identification/Classification**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **IATA 2: Marking and Labeling**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees
- **IATA 3: Packaging**  
Duration: 30 minutes | Languages: English  
Target Audience: Employees

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# Workplace Safety

## Transportation (cont'd)

- **IATA 4: Documentation**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **IATA 5: Limitations and Shipment Review**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **IMDG 1: Introduction, General Provisions, and Classifications**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **IMDG 2: Dangerous Goods List, Special Provisions and Exceptions**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **IMDG 3: Packaging, Marking, Labeling, Placarding, and Documentation**

Duration: 90 minutes | Languages: English  
Target Audience: Employees

- **IMDG 4: Loading, Unloading, and Offering Dangerous Goods**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

- **Loading Dock Safety**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Negotiating Hazards for Commercial Vehicles**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Packaging Small Quantities**

Duration: 47 minutes | Languages: English  
Target Audience: Employees

- **Safe Vehicle Backing**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Trailer Coupling and Uncoupling**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Urban Driving**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **US Export Controls**

Duration: 60 minutes | Languages: English  
Target Audience: Employees

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# Workplace Safety

## Workplace Safety

- **Emergency and Disaster Preparedness**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Food Allergen Safety**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Food Safety and Handling**

Duration: 60 minutes | Languages: English  
Target Audience: Everyone

- **Food Service Worker Safety**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Everyone

- **Liquefied Petroleum Gas (LPG) Safety**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Lockout/Tagout**

Duration: 30 minutes | Languages: English  
Target Audience: Employees

- **Lockout/Tagout for Authorized Persons**

Duration: 90 minutes | Languages: English / Spanish  
Target Audience: Employees

- **Workplace Safety Orientation**

Duration: 30 minutes | Languages: English / Spanish  
Target Audience: Employees



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