

Sexual Harassment Class Course Syllabus

The following is the course syllabus for Sexual Harassment Class. The course has been designed to be 50-state compliant. For more information, visit our website at www.sexualharassmentclass.com or call us at (949) 715-2694.

Chapter 1

1. Purpose and Benefit of Course
2. Course Orientation
3. Receiving Course Credit
4. Course Evaluation Procedures
5. 50 State Course
6. Introduction-Author

Chapter 2

1. Sexual Harassment
2. Cost of Sexual Harassment
3. Sexual Harassment Defined
4. Harassment law specific to California
5. Recent Sexual Harassment Cases
6. Two Types of Sexual Harassment
7. Q & A on Sexual Harassment
8. Who Might Commit Sexual Harassment?
9. What Types of Actions Might be Classified as Sexual Harassment?
10. Where can Sexual Harassment Occur?
11. Vignette 1

Chapter 3

1. Civility in the workplace
2. Respecting Co-Workers
3. Principles of Respectful Behavior
4. Summary of Civility and Respect in the Workplace
5. Myths and Facts

Chapter 4

1. Internet and Email
2. Monitor and Accessing E-mail and the Internet
3. Email Privacy and usage
4. Prohibited Email and Web Usage
5. Responsible Email Usage
6. Responsible Internet Usage
7. Vignette 2

Chapter 5

1. Supervisor Responsibility
2. Preventing Sexual Harassment
3. Tips for Supervisors
4. What to Do if Threatened?
5. Employer policy
6. Final Instruction

Chapter 6

1. Final examination