

## New York State Employee Sexual Harassment Online Series

Madison Approach Staffing offers online NYS Sexual Harassment Training that is comprehensive, time-efficient, and cost effective, helping employers comply with the law without compromising productivity. Employers have two options:

- 1) Schedule employees to take online training in one sitting with a total training time of 2 hours;
- OR**
- 2) Schedule employees to complete as few as one online lesson per day—providing the least interruption of work schedules (each module ranges from 4–10 minutes).\*

There is an assessment at the end of each module. A Certificate of Completion is when all modules are completed.

### ONLINE TRAINING CURRICULUM / 14 MICRO LEARNING LESSONS

- 1) New York State Anti-Harassment Introduction
- 2) Anti-Harassment: Anti-Harassment for Everyone
- 3) Anti-Harassment: Writing and Communicating an Anti-Harassment Policy
- 4) Anti-Harassment: Investigating Complaints
- 5) Anti-Harassment: History of Sexual Harassment
- 6) Anti-Harassment: Anti-Harassment in Review
- 7) Understanding Harassment: Introduction to Understanding Harassment
- 8) Understanding Harassment: Understanding Offenders
- 9) Understanding Harassment: Understanding Targets
- 10) Understanding Harassment: Bystander Training
- 11) Understanding Harassment: Warning Signs
- 12) Understanding Harassment: Healthy Culture
- 13) Understanding Harassment: Understanding Harassment in Review
- 14) New York State Anti-Harassment Scenarios

### Additional Module: PREVENTING SEXUAL HARASSMENT FOR MANAGERS

Additional 1 hour program for training of managers and supervisors. This additional training is necessary as managers have the added responsibility to promote a workplace free of sexual harassment, seek to prevent improper conduct, and effectively respond to situations and complaints.

\* Training must be completed in 14 business days.