

civil treatment[®] for MANAGERS

Inappropriate behavior disrupts the workplace and causes unnecessary risks. As leaders in their organizations, managers need the skills to behave properly, communicate policy, and serve as role models to minimize risk and promote the organization's mission and values.

Civil Treatment[®] for Managers (CTM) provides managers with the tools they need to manage fairly and legally in today's changing workplace. ELI[®] takes complex legal standards and translates them into guidelines for businesslike behavior. Using CTM's interactive and experiential design, participants serve as witnesses and jurors in simulated cases, learning first-hand how their conduct can either cause or prevent liability and other workplace problems. Engaging and realistic video scenarios, coupled with our award-winning learning methodology, do more than just raise awareness about key issues; they provide participants with the rationale to change their behavior and apply what they've learned back on the job. By focusing on outcomes, CTM ensures the learning makes a difference.

Regularly updated to ensure legal compliance and business relevance, CTM covers a range of issues addressed within two primary themes: Workplace Environment and Business Decisions. Topics include:

- Sexual/other forms of harassment
- National origin issues
- Discrimination (race, age, gender, disability, pregnancy, and religious)
- Retaliation/protected protest
- Abusive behavior
- Employee accommodations (ADA, FMLA, religious)
- Unjust dismissal
- Fair hiring, selection, and promotion
- Workplace violence

Clients using the Civil Treatment[®] program report reduced litigation expenses, positive changes in organizational culture, increased use of policies and internal systems, and decreased external complaints.



DELIVERY OPTIONS

A *Human Resource Executive* magazine "Top 10 Training Product," Civil Treatment[®] for Managers can be provided via instructor-led or e-learning delivery. In the classroom, it is a six-hour, modular program available in general business and industrial versions. It may be taught by ELI's professional instructors or your own in-house ELI[®]-certified instructors. For e-learning delivery, it is available in CD-ROM, Intranet, and hosted versions and can be completed in approximately 2 1/2 hours. For more information, contact your sales representative at 800-497-7654.



Does your learning make a difference?[®]

2675 Paces Ferry Road, Suite 470 • Atlanta, Georgia 30339
Tel: 800.497.7654 • Fax: 770.319.7905 • www.eliinc.com

Copyright © October 2008 • Employment Learning Innovations, Inc. • All Rights Reserved