



# Professional Global Workplace FOR EMPLOYEES

## course overview

**ELI's new Professional Global Workplace for Employees (PGWE) teaches employees how to build an inclusive, productive, and professional environment that transcends geographical borders.**

Modular in design, the course is an interactive, video-based program available in either live virtual or in-person formats that address your organization's most compelling and urgent workplace issues.

PGWE's philosophy is anchored in your code of conduct and values, global workplace trends, and a solid business rationale to provide international employees with the knowledge, skills, and tools they need to help build a professional global workplace.

**Participants use a simple set of guidelines to analyze issues affecting the workplace environment and learn how to manage their own behaviors effectively to help achieve great business results.**

### **PROFESSIONAL GLOBAL WORKPLACE FOR EMPLOYEES:**

- Helps achieve better business outcomes by fostering a more inclusive and professional work environment
- Helps employees deal with current workplace issues and challenges like bullying/mobbing, harassment, social media, and virtual team best practices
- Customizable with your own values and standards for increased relevance and effectiveness
- Available in different languages for better understanding and retention (Latin American Spanish and Brazilian Portuguese available in May). Translations in other languages can be provided for an additional fee
- Features an internationally diverse cast and scenarios
- Uses familiar Civil Treatment® Workplace models and introduces the PGW Conversation Model
- Offered in both live virtual and in-person formats for increased convenience and accessibility



**INSTRUCTOR-LED  
TRAINING**

**Up to 2.5 hours**



**VIRTUAL  
INSTRUCTOR-LED  
TRAINING**

**Up to 2 hours  
and 40 minutes**



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# Professional Global Workplace FOR EMPLOYEES

Learn what's different about the new Professional Global Workplace for Employees.

**Working with legal and international experts/consultants, we've refreshed PGWE for greater impact by enhancing a customizable experience with current workplace issues and challenges for greater relevance and better outcomes.**

## COURSE LEARNING OBJECTIVES

**Using your organization's own values and standards, by the end of this course, participants will be able to:**

1. Identify and respond to workplace behaviors to positively impact individual and organizational results and decrease risks
2. Communicate behavioral expectations to others and demonstrate accountability
3. Engage in open conversation to improve teamwork
4. Sustain behaviors that demonstrate commitment to a professional, inclusive, and productive workplace

## TOPICS INCLUDE:

- Professional Global Guidelines
- Psychological harassment
- Sexual harassment
- Retaliation
- Social media
- Inappropriate mutual banter
- Workplace bullying/mobbing
- Unconscious bias
- Observers/allies
- Conversation model for addressing concerns
- Resources for getting help
- Direct/indirect intervention
- Manager's Duty to Act
- Workplace environment
- Best practices for virtual/global teams

Please contact your ELI Client Representative  
or email us at [info@eliinc.com](mailto:info@eliinc.com) for more information.

ELI's Civil Treatment series is based on over 30 years of our award-winning learning methodology that helps the world's leading organizations create workplace environments that attract and retain the best talent, while helping to achieve individual and team results.

Please contact your ELI Client Representative to learn more.

