

YOUR COMPREHENSIVE TRAINING SOLUTION

### **Course List Overview**

Purchase by:

- Individual course selection
- By package
- Purchase access to the entire library for a single monthly fee

Contact us for pricing.

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HRPro Training & development makes it easier than ever to provide the training courses your employees need.

Many courses available in both English and Spanish.



## **Bundled Courses**

#### □ New Hire Orientation

- Active Shooter Attack Survival Training for Employees
- Anti-Bullying Training for Employees
- Diversity & Inclusion Training for
  Employees
- Sexual Harassment Prevention Training for Employees
- Workplace Ethics for Employees
- Workplace Violence Warning Sign Awareness for Employees
- Data Privacy & Information Security\*
- Social Media Responsibility for Employees
- Safety Awareness for New Employees
- Safety Essentials for New Employees
- Stress Management Techniques for Employees

#### Annual Anti-Harassment, Bullying & Workplace Violence Avoidance

- Active Shooter Attack Survival Training for Employees
- Sexual Harassment Prevention Training for Employees (state specific where required)
- Workplace Violence Warning Sign Awareness for Employees
- Anti-Bullying Training for Employees
- Stress Management Techniques for Employees

#### Manager Training Series I

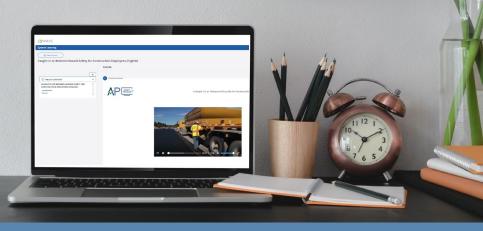
- Sexual Harassment Prevention Training for Managers
- Sexual Harassment Investigation Techniques for Managers
- Workplace Violence Warning Sign Awareness for Managers
- HR Compliance Essentials for Managers\*
- Employee Communication for Managers
- Management and Leadership Skills for Managers
- Workplace Conflict Response Techniques for Managers

#### Manager Training Series II

- Leadership Training for Managers
- How to Hire the Best Employees
- Performance Review Tips for Managers
- Positive Discipline Tips for Managers
- Successful Termination Techniques for Managers
- How to Avoid OSHA's Top 10 Violations
- Managing Remote Teams
- HIPAA Compliance for Managers and Employees\*

\* Denotes that course has closed captioning or built-in transcript available.





#### □ Safety Series I\*\*

- Hazardous Spill Cleanup Training for Employees
- Lifting Safety for Employees
- Material Handling Safety for Employees
- Back Injury Prevention Tips for Employees
- Fire Prevention & Response Tips for Employees
- Hazard Communication & GHS Training for Employees
- Emergency Response Tips for Employees\*
- First Aid Response for Employees
- Good Housekeeping Tips for Employees
- Top 10 Causes of Workplace Injuries

#### □ Safety Series II\*\*

- Bloodborne Pathogen Awareness for Employees
- Confined Space Entry Tips for Employees
- How to Avoid OSHA's Top 10 Violations
- Machine Guarding & Operation Safety for Employees
- Eye Injury Prevention Tips for Employees
- Personal Protective Equipment (PPE) Overview for Employees\*
- Aerial Lift Operation Safety for Employees
- Aerial Work Platform Safety for Employees
- Forklift Operator Certification Series
- Scissor Lift Operation Safety for Employees

## **Bundled Courses**

#### General Employee Training Series I

- Anti-Bullying Training for Employees
- Sexual Harassment Prevention Training for Employees (state specific where required)
- Communication Skills Training for Employees
- Diversity & Inclusion Training for Employees
- Workplace Violence Warning Sign Awareness for Employees
- Data Privacy & Information Security\*
- Social Media Responsibility for Employees

#### General Employee Training Series II

- Adjusting Workstations & Postures
- Back Injury Prevention Tips for Employees\*
- Ergonomics Basics for Employees
- Office Injury Prevention for Employees
- Safety Responsibility for Employees\*
- Stress Management Techniques for Employees
- Workplace Ethics for Employees

#### □ Diversity & Inclusion

- Anti-Bullying Training for Employees
- Communication Skills Training for Employees
- Diversity & Inclusion Training for Employees

#### Department of Transportation (DOT) Training

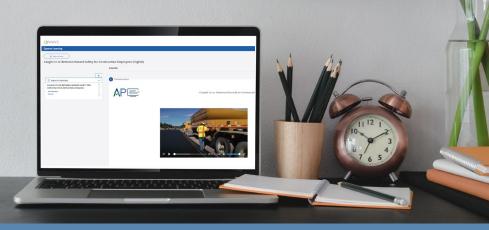
• Many courses available. Please inquire about a customized bundle.

#### Health & Wellness

- Handling Stress\*
- Working Remotely\*
- Adjusting Workstations & Postures
- Stress Management Techniques for Employees
- Sleep Management Techniques for Employees
- Anti-Bullying Training for Employees
- Sexual Harassment Prevention Training for Employees (state specific where required)
- Workplace Ethics for Employees
- Workplace Violence Warning Sign Awareness for Employees
- Active Shooter Attack Survival Training for Employees

\*\*Can be customized based upon client's environment. Many courses available to bundle





#### **Chemical & Environment Safety**

- Hazardous Spill Cleanup Training for Employees (English)
- Stormwater Pollution Awareness for Employees

#### **Construction Safety**

- □ Caught-In or Between Hazard Safety for Construction Employees (English)
- Caught-In or Between Hazard Safety for Construction Employees (Spanish)
- □ Cold Stress Prevention for Construction Employees\*
- Crystalline Silica Safety for Construction Employees (English)
- Crystalline Silica Safety for Construction Employees (Spanish)
- Personal Fall Arrest Systems Training for Construction Employees (English)\*
- Personal Fall Arrest Systems Training for Construction Employees (Spanish)\*
- □ Safety Orientation for Construction Employees
- Small Hydraulic Crane Safety for Construction Employees (English)

#### **Coronavirus Prevention & Response**

- Coronavirus Preparedness for Managers and Employees\*
- Crisis Management and Emergency Response Planning\*
- □ Handling Stress\*
- □ Managing Remote Teams\*
- □ Working Remotely\*

## **Individual Courses**

#### Cybersecurity

Data Privacy & Information Security\*

#### **Diversity & Ethics**

- Diversity & Inclusion Training for Employees (English)\*
- □ Workplace Ethics for Employees

#### **Drugs & Alcohol**

- Dealing with Drug & Alcohol Abuse for Employees (English)
- Dealing with Drug & Alcohol Abuse for Employees (Spanish)
- Dealing with Drug & Alcohol Abuse for Managers (English)
- Dealing with Drug & Alcohol Abuse for Managers (Spanish)

#### **Employee Success**

- Communication Skills Training for Employees
- □ Customer Service Values for Employees\*
- How to Achieve Peak Performance
- Sleep Management Techniques for Employees (English)\*
- □ Social Media Responsibility for Employees
- Stress Management Techniques for Employees

#### **Ergonomics**

- Adjusting Workstations & Postures
- Back Injury Prevention Tips for Employees (English)\*
- Back Injury Prevention Tips for Employees (Spanish)\*
- Ergonomics Basics for Employees (English)
- Industrial Ergonomics for Employees
- □ Lifting Safety for Employees
- Material Handling Safety for Employees (English)

#### **Fire Safety**

- □ Fire Extinguisher Tips for Employees (English)\*
- □ Fire Prevention & Response Tips for Employees (English)
- □ Fire Prevention Tips for Hot-Work Employees\*
- □ Fire Safety for Industrial Employees
- □ Fire Safety for Office Employees

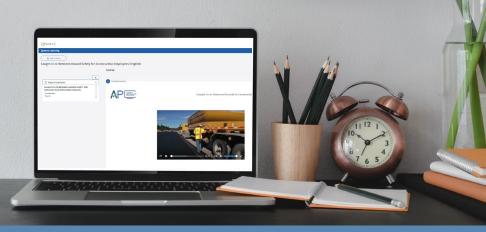
#### **Hazard Communication & GHS**

 Hazard Communication & GHS Training for Employees

#### **Health Care Safety**

Back Safety for Health Care Employees





#### **General Workplace Safety**

- Accident Investigation Techniques for Managers
- Battery Charging Safety for Employees\*
- Compressed Air Safety for Employees
- Compressed Gas Cylinder Safety for Employees (English)\*
- Electric Shock Prevention Tips for Employees (English)
- Electrical Safety for Non-Electrician Employees\*
- □ Emergency Response Tips for Employees\*
- □ First Aid Response for Employees
- Good Housekeeping Tips for Employees (English)
- Heat-Related Illness Prevention for Employees
- □ Ladder Safety for Employees
- □ NFPA 70E 2018 Training for Employees\*
- □ Office Injury Prevention for Employees
- □ Safety Awareness for New Employees
- □ Safety Essentials for New Employees
- □ Safety Orientation for Employees (English)
- □ Safety Responsibility for Employees\*
- □ Slip, Trip & Fall Prevention for Employees (English)
- □ Top 10 Causes of Workplace Injuries
- Utility Knife Safety for Employees
- Walking & Working Surface Safety for Employees (English)\*
- □ Winter Walking Safety for Employees\*

## **Individual Courses**

#### **Hiring & Termination**

- How to Hire the Best Employees
- Successful Termination Techniques for Managers
- □ Labor & Privacy Compliance
- HIPAA Compliance for Managers and Employees\*

#### **Manager Success**

- Employee Communication for Managers
- □ HR Compliance Essentials for Managers\*
- □ Leadership Training for Managers
- Management and Leadership Skills for Managers
- D Performance Review Tips for Managers
- D Positive Discipline Tips for Managers
- Workplace Conflict Response Techniques for Managers

#### **OSHA Compliance**

- Bloodborne Pathogen Awareness for Employees\*
- Bloodborne Pathogen Safety for Custodians\*
- □ Confined Space Entry Tips for Employees (English)\*
- How to Avoid OSHA's Top 10 Violations (English)
- Machine Guarding & Operation Safety for Employees\*

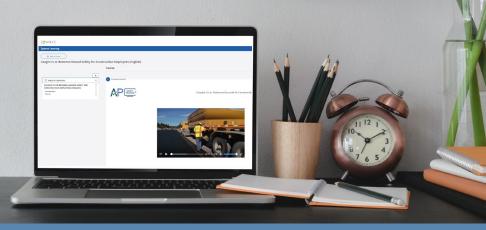
#### **Personal Protective Equipment (PPE)**

- Eye Injury Prevention Tips for Employees (English)
- Hearing Loss Prevention Tips for Employees (English)
- Personal Protective Equipment (PPE)
  Overview for Employees\*
- Respiratory Protection Tips for Employees (English)
- Respiratory Protection Tips for Employees (Spanish)
- Respiratory Protection Training for Employees

#### **Powered Industrial Trucks & Aerial Lifts**

- Aerial Lift Operation Safety for Employees
- Aerial Work Platform Safety for Employees (English)\*
- Ensuring Safety Around Forklifts
- Forklift Operation Tips for Employees (English)
- Forklift Operator Certification Series: Classification, Refueling & Recharging (English)\*
- Forklift Operator Certification Series: Loading & Operation (English)\*
- Forklift Operator Certification Series:
  Operator Training & Pre-Operational Inspection (English)\*
- □ Forklift Operator Certification Series: Stability (English)\*
- □ Scissor Lift Operation Safety for Employees





## **Individual Courses**

#### **Transportation Safety**

- Defensive Driving Tips for Transportation Employees (English)
- Defensive Driving Tips for Transportation Employees (Spanish)
- Distracted Driving Prevention for Transportation Employees\*
- DOT Training: HAZMAT Safety Training
- DOT Training: HAZMAT Security Awareness
- DOT Training: HAZMAT Transportation
- Security Risk Prevention
- □ Hang Up & Drive\*
- Safe Driving Tips for Transportation Employees
- Texting & Driving Prevention for Transportation Employees
- Winter Driving Tips for Transportation Employees\*

#### Workplace Harassment & Violence: California

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for California Employees (English)\*
- Sexual Harassment Prevention Training for California Employees (Spanish)\*
- Sexual Harassment Prevention Training for California Managers (English)\*

- Sexual Harassment Prevention Training for California Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

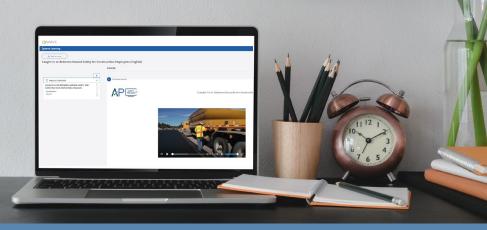
#### Workplace Harassment & Violence: Connecticut

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Connecticut Employees (English)\*
- Sexual Harassment Prevention Training for Connecticut Employees (Spanish)\*
- Sexual Harassment Prevention Training for Connecticut Managers (English)\*
- Sexual Harassment Prevention Training for Connecticut Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

## Workplace Harassment & Violence: Delaware

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Delaware Employees (English)\*
- Sexual Harassment Prevention Training for Delaware Employees (Spanish)\*
- Sexual Harassment Prevention Training for Delaware Managers (English)\*
- Sexual Harassment Prevention Training for Delaware Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*





#### Workplace Harassment & Violence: Illinois

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Illinois General Industry Employees (English)\*
- Sexual Harassment Prevention Training for Illinois General Industry Employees (Spanish)\*
- Sexual Harassment Prevention Training for Illinois General Industry Managers (English)\*
- Sexual Harassment Prevention Training for Illinois General Industry Managers (Spanish)\*
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Employees (English)\*
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Employees (Spanish)\*
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Managers (English)\*
- Sexual Harassment Prevention Training for Illinois Restaurant & Bar Managers (Spanish)\*
- Sexual Harassment Prevention Training for Illinois Hospitality Employees (English)\*
- Sexual Harassment Prevention Training for Illinois Hospitality Employees (Spanish)\*
- Sexual Harassment Prevention Training for Illinois Hospitality Managers (English)\*

## **Individual Courses**

- Sexual Harassment Prevention Training for Illinois Hospitality Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

#### Workplace Harassment & Violence: International

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Canadian Employees (English)\*
- Sexual Harassment Prevention Training for Canadian Managers (English)\*
- Sexual Harassment Prevention Training for International Employees (English)\*
- Sexual Harassment Prevention Training for International Employees (Spanish)\*
- Sexual Harassment Prevention Training for International Managers (English)\*
- Sexual Harassment Prevention Training for International Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

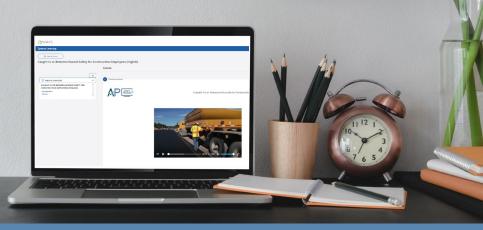
## Workplace Harassment & Violence: Maine

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Maine Employees (English)\*
- Sexual Harassment Prevention Training for Maine Employees (Spanish)\*
- Sexual Harassment Prevention Training for Maine Managers (English)\*
- Sexual Harassment Prevention Training for Maine Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

#### Workplace Harassment & Violence: New York

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)





#### Workplace Harassment & Violence: New York Continued

- Sexual Harassment Prevention Training for New York Employees (English)\*
- Sexual Harassment Prevention Training for New York Employees (Spanish)\*
- Sexual Harassment Prevention Training for New York Managers (English)\*
- Sexual Harassment Prevention Training for New York Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

#### Workplace Harassment & Violence: Washington

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- □ Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Washington (WA) Employees (English)\*
- Sexual Harassment Prevention Training for Washington (WA) Employees (Spanish)\*
- Sexual Harassment Prevention Training for Washington (WA) Managers (English)\*
- Sexual Harassment Prevention Training for Washington (WA) Managers (Spanish)\*

## **Individual Courses**

- Sexual Harassment Prevention Training for Washington (WA) Managers (English)\*
- Workplace Violence Warning Sign Awareness for Employees\*
- Workplace Violence Warning Sign Awareness for Managers\*

## Workplace Harassment & Violence: Other States

- Active Shooter Attack Survival Training for Employees (English)
- Active Shooter Attack Survival Training for Employees (Spanish)
- Anti-Bullying Training for Employees (English)
- Sexual Harassment Investigation Techniques for Managers (English)
- Sexual Harassment Prevention Training for Employees (English)\*
- Sexual Harassment Prevention Training for Employees (Spanish)\*
- Sexual Harassment Prevention Training for Managers (English)\*
- Sexual Harassment Prevention Training for Managers (Spanish)\*
- Workplace Violence Warning Sign Awareness for Employees
- Workplace Violence Warning Sign Awareness for Managers

Company Name

Number of employees for training

Contact Full Name

Contact Title

Contact email

Contact Phone

\* Denotes that course has closed captioning or built-in transcript available.