

Diversity in the Workplace

E-LEARNING COURSE

Our flexible delivery options help to create a more diverse and inclusive workforce across the organisation

WHAT IS DIVERSITY?

Diversity is not about 'political correctness'. Rather, it involves acknowledging the skills, contributions and personal attributes of everyone in your organisation. It's about connecting with staff, customers or service users regardless of their personal characteristics such as race, age, disability, sexual orientation, religion/belief or gender. These characteristics form the very basis of the talents, skills and abilities in an organisation, covered by law and organisational policies, and leading to more competitive and productive workplaces.

WHAT WILL THE COURSE COVER?

This one hour diversity e-learning course covers a wide number of topics, including:

- Introduction to the concept of Diversity
- 'Equal opportunities', 'Equity', and 'Diversity & Inclusion'
- Why diversity is important
- An overview of the Legislation
- Stereotyping and prejudice
- Bullying and Harassment
- Legal liability
- Challenging unacceptable behaviour
- Diversity of Thought
- Evaluation and conclusion



WHO ARE THE MARSHALL E-LEARNING CONSULTANCY?

The Marshall E-Learning Consultancy are a global technology focussed Learning and Development Consultancy, providing a range of *off-the-shelf* and tailored e-learning solutions including; Unconscious Bias, Diversity in the Workplace, Work Health & Safety, Stress Management, Recruitment and Selection, Personal Impact, Absence Management, Corporate Inductions, and a host more. Using our team of in-house Learning and Technology Specialists, and our scalable LMS, we tailor your learning needs in partnership with you, ensuring you are 'e-learning ready' in no time at all.

Performance Management

E-LEARNING COURSE

Enabling staff and managers to get the best out of the Performance Management process

WHAT IS PERFORMANCE MANAGEMENT?

Performance management has a significant impact on the success of an organisation. It is an important tool in mapping employee goals and accountabilities for the year. Performance management encourages employees to understand how their organisational values influence them, as well as identifying individual areas for development, with a focus on planning for the future.

WHAT WILL THE COURSE COVER?

This one hour performance management e-learning course covers a wide number of topics, including:

- The Annual Performance Cycle
- Productive performance conversations
- Identifying and setting S.M.A.R.T goals
- 'Future Ready' values
- Capability levels
- Recording career discussions
- Identifying development opportunities
- Writing Personal Development Plans
- Review and on-going assessments



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UNCONSCIOUS BIAS

E-LEARNING COURSE



One of the fastest growing topical areas in organisations, globally, Unconscious Bias has become essential training for the 21st century workplace

WHAT IS UNCONSCIOUS BIAS?

According to the *Child Study Centre* at Yale University, it is now an undisputed fact that all humans are primed to make implicit errors in perception, and that even good people who actively deny being biased, harbor subtle, yet damaging stereotypes of which they are unaware. Research from academic institutions across the world, (including Oxford, Harvard, MIT, etc.), and best practice organizations (such as McKinsey, Catalyst, The Chartered Institute of Personnel Development, CIPD), strongly suggest the reality of unconscious bias, and importantly, its direct impact on decision-making processes - in the workplace.

Unconscious Bias refers to the thought patterns, assumptions and interpretations we have on others and ourselves - gained from family, culture and a lifetime of experiences. From a survival standpoint it is a positive and necessary trait, however in business it can force us to make the wrong decisions. Our Unconscious Bias training helps to make these biases 'conscious', to better aid decision making in the workplace from an objective standpoint and to help individuals make the right decisions.

WHAT WILL THE COURSE COVER?

- What is Bias?
- Are you biased?
- The power of prejudice
- Unconscious Bias in the Workplace
- Implications for work and education
- How Unconscious Bias works
- Legislation and Unconscious Bias
- Scenarios & Questions
- Reducing bias in decision making, including *selection*
- Disability awareness
- Review and Assessment



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