

CONTENT LIBRARY

Fuel employee development with best practice compliance courses and soft skills content.



COURSE LIBRARY



01 BROWSE CONTENT BY INDUSTRY

Construction

- ◇ General
- ◇ Chain of Responsibility

Education

Government

Healthcare & Social Assistance

- ◇ General
- ◇ Aged Care
- ◇ Childcare
- ◇ Social Assistance

Manufacturing

- ◇ General
- ◇ Chain of Responsibility

Mining

02 BROWSE CONTENT BY TOPIC

Chain of Responsibility

Communication and Professional Development

Customer Service

Equal Employment Opportunity

Ethics and Conduct

Finance

Health and Safety

Healthcare & Social Assistance

- ◇ General
- ◇ Aged Care
- ◇ Childcare
- ◇ Social Assistance

Induction

Information and Communication Technology

Leadership and Management

Project Management

Quality Assurance

Sales

Sustainability / Environment

Talent Management

03 BROWSE OUR COMPLIANCE COURSES

Australia

New Zealand



01 BROWSE CONTENT BY INDUSTRY

Construction

General

- ◇ Asbestos Awareness (AU, NZ)
- ◇ Confined Space Entry
- ◇ Construction Safety Orientation (AU, NZ)
- ◇ Contractor Induction (High Risk) (AU, NZ)
- ◇ Contractor Induction (Low Risk) (AU, NZ)
- ◇ Contractor Management
- ◇ Dimensions and Indivisible Loads (CoR) (AU)
- ◇ Driver Safety
- ◇ Electrical Safety (AU, NZ)
- ◇ Environmental Awareness
- ◇ Forklift Safety
- ◇ Hand Hazard Awareness
- ◇ Hazard Identification
- ◇ Hearing Conservation
- ◇ Heavy Vehicle Driver Safety
- ◇ Hot Work
- ◇ Incident Investigation
- ◇ Lock Out / Tag Out
- ◇ Manual Tasks for Construction Workers (AU, NZ)
- ◇ Personal Protective Equipment
- ◇ Plant Safety
- ◇ Resource Efficiency
- ◇ Safe Work Planning (SWMSs and JSAs) (AU)
- ◇ Site Induction
- ◇ Waste Management (AU, NZ)
- ◇ Water Conservation
- ◇ Working at Height (NZ)
- ◇ Working at Heights (AU)
- ◇ Working Near Services (AU, NZ)
- ◇ Working Outdoors (AU, NZ)
- ◇ Working with Silica Dust

Chain of Responsibility

- ◇ Introduction to Chain of Responsibility (AU)
- ◇ Chain of Responsibility Code of Conduct (AU)
- ◇ Dimensions and Indivisible Loads (CoR) (AU)
- ◇ Fatigue Management Duties of Off-Road Parties (CoR) (AU)
- ◇ Heavy Vehicle Driver Fatigue (CoR) (AU)
- ◇ Load Restraint (CoR) (AU)
- ◇ Transporting Dangerous Goods (CoR) (AU)
- ◇ Weight of Loads (CoR) (AU)

Education

- ◇ Child Protection (NZ)
- ◇ Child Safe Organisations (QLD, VIC)
- ◇ Disability Standards for Education (AU)
- ◇ ESOS Framework Awareness (AU)
- ◇ Human Research Ethics (AU)
- ◇ Mandatory Reporting in Child Protection (ACT, NSW, NT, QLD, SA, TAS, VIC, WA)
- ◇ National Principles in Child Safe Organisations (AU)
- ◇ Research Integrity (AU)
- ◇ Sexual Assault and Sexual Harassment at Universities (AU)
- ◇ Student Code of Conduct

Government

- ◇ Access to Official Information (NZ)
- ◇ Closing the Gap (AU)
- ◇ Delegation of Authority (QLD)

- ◇ Freedom of Information (ACT, NT, SA, VIC, WA)
- ◇ Health Information Privacy (QLD)
- ◇ Health Records Act Awareness (VIC)
- ◇ Health Records and Information Privacy (NSW)
- ◇ Health Records Privacy (ACT)
- ◇ Information Disclosures for Corporate Whistleblowers (AU)
- ◇ Integrity for Local Councils (VIC)
- ◇ Privacy and Data Protection Awareness (VIC)
- ◇ Privacy and Personal Information Protection (NSW)
- ◇ Procurement Guidelines for ACT Government
- ◇ Procurement Guidelines for Australian Federal Government (AU)
- ◇ Procurement Guidelines for New South Wales Government
- ◇ Procurement Guidelines for New Zealand Government
- ◇ Procurement Guidelines for Queensland Government
- ◇ Procurement Guidelines for Victorian Government
- ◇ Procurement Guidelines for Western Australian Government
- ◇ Protected Communications (NT)
- ◇ Protected Disclosures for the Private Sector (NZ)
- ◇ Protected Disclosures for the Public Sector (NZ)
- ◇ Public Access to Government Information (NSW)
- ◇ Public Interest Disclosures (Cth, ACT, NSW, QLD, SA, TAS, VIC, WA)
- ◇ Public Sector Ethics (WA)
- ◇ Right to Information (QLD, TAS)

Healthcare and Social Assistance

General

- ◇ Dealing with Difficult and Aggressive Patients
- ◇ Death Procedures
- ◇ Decision Making and Consent
- ◇ Hand Hygiene for Healthcare
- ◇ Health Information Privacy (QLD)
- ◇ Health Records Act Awareness (VIC)
- ◇ Health Records and Information Privacy (NSW)
- ◇ Health Records Privacy (ACT)
- ◇ Health Services Induction
- ◇ Incontinence Awareness
- ◇ Infection Control for Healthcare Workers
- ◇ Invasive Procedures
- ◇ Managing Food Allergies and Intolerances
- ◇ Manual Tasks for Healthcare Workers (AU, NZ)
- ◇ Medication Management (AU, NZ)
- ◇ Nutrition and Swallowing (AU, NZ)
- ◇ Positive Behaviour Support
- ◇ Preceptorship
- ◇ Safe Patient Handling
- ◇ Sharps Safety for the Healthcare Industry (AU, NZ)

Aged Care

- ◇ Introduction to the Aged Care System (AU)
- ◇ Aged Care Quality Standards (AU)
- ◇ Aged Care: Serious Incident Response Scheme (AU)
- ◇ Aged Care: Supporting Individuals in Daily Living
- ◇ Code of Conduct for Aged Care (AU)

- ◇ Dementia Awareness
- ◇ Elder Abuse Awareness (AU)
- ◇ Fall Prevention in Aged Care (AU)

Childcare

- ◇ Abuse and Neglect
- ◇ Child Protection (NZ)
- ◇ Child Safe Organisations (QLD, VIC)
- ◇ Mandatory Reporting in Child Protection (ACT, NSW, NT, QLD, SA, TAS, VIC, WA)
- ◇ National Principles in Child Safe Organisations (AU)

Social Assistance

- ◇ Chronic Disease Awareness
- ◇ Disability Awareness (AU, NZ)

Manufacturing

General

- ◇ Asbestos Awareness (AU, NZ)
- ◇ Competition and Consumer Act Awareness (AU)
- ◇ Competition and Consumer Law Awareness (NZ)
- ◇ Confined Space Entry
- ◇ Contractor Induction (High Risk) (AU, NZ)
- ◇ Contractor Induction (Low Risk) (AU, NZ)
- ◇ Contractor Management
- ◇ Driver Safety
- ◇ Electrical Safety (AU, NZ)
- ◇ Environmental Awareness
- ◇ Food Handling Procedures (AU, NZ)
- ◇ Forklift Safety
- ◇ Good Manufacturing Practice Guide: Part I (AU, NZ)
- ◇ Good Manufacturing Practice Guide: Part II (AU, NZ)

- ◇ Hand Hazard Awareness
- ◇ Hazard Identification
- ◇ Hazardous Chemicals (AU)
- ◇ Hazardous Substances (NZ)
- ◇ Hearing Conservation
- ◇ Heavy Vehicle Driver Safety
- ◇ Hot Work
- ◇ Incident Investigation
- ◇ Labels and Safety Data Sheets (AU, NZ)
- ◇ Laboratory Induction
- ◇ Laboratory Safety – Biological Hazards
- ◇ Laboratory Safety – Chemical Hazards (AU)
- ◇ Laboratory Safety – Hazardous Substances (NZ)
- ◇ Laser Safety
- ◇ Lean Manufacturing
- ◇ Lock Out / Tag Out
- ◇ Manual Tasks (AU, NZ)
- ◇ Personal Protective Equipment
- ◇ Plant Safety
- ◇ Quality Management
- ◇ Radiation Safety (AU)
- ◇ Resource Efficiency
- ◇ Site Induction
- ◇ Solvents
- ◇ Spill Prevention and Control
- ◇ Waste Management (AU, NZ)
- ◇ Water Conservation
- ◇ Working at Height (NZ)
- ◇ Working at Heights (AU)
- ◇ Working Near Services (AU, NZ)
- ◇ Working Outdoors (AU, NZ)
- ◇ Working with Silica Dust

Chain of Responsibility

- ◇ Introduction to Chain of Responsibility (AU)
- ◇ Chain of Responsibility Code of Conduct (AU)
- ◇ Dimensions and Indivisible Loads (CoR) (AU)
- ◇ Fatigue Management Duties of Off-Road Parties (CoR) (AU)
- ◇ Heavy Vehicle Driver Fatigue (CoR) (AU)
- ◇ Load Restraint (CoR) (AU)
- ◇ Transporting Dangerous Goods (CoR) (AU)
- ◇ Weight of Loads (CoR) (AU)

Mining

- ◇ Confined Space Entry
- ◇ Mining Health and Safety Awareness
- ◇ Plant Safety
- ◇ Resource Efficiency
- ◇ Site Induction
- ◇ Waste Management (AU, NZ)
- ◇ WHS for Schedule 26 Appointed Persons (WA)
- ◇ Working Near Services (AU, NZ)
- ◇ Working Outdoors (AU, NZ)
- ◇ Working with Silica Dust



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Chain of Responsibility

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- ◇ Transporting Dangerous Goods (CoR) (AU)
- ◇ Weight of Loads (CoR) (AU)

Communication and Personal Development

- ◇ Building and Managing Teams
- ◇ Business Etiquette
- ◇ Business Storytelling
- ◇ Business Writing Skills
- ◇ Change Management
- ◇ Conducting Effective Employee Surveys
- ◇ Conflict Resolution For Employees
- ◇ Contributing to Innovation
- ◇ Coping with Change in the Workplace
- ◇ Creating Business Blogs
- ◇ Creating eLearning Modules
- ◇ Cross-Cultural Communication
- ◇ Cultural Awareness (AU, NZ)
- ◇ Designing and Delivering Presentations
- ◇ Developing Client Relationships
- ◇ Developing Resilience
- ◇ Electronic Communication and Social Media

- ◇ Emotional Intelligence in Leadership
- ◇ How to Communicate Effectively
- ◇ Improving Your Listening Skills
- ◇ Improving Your Productivity
- ◇ Influencing and Negotiating with Others
- ◇ Interviewing Skills and Techniques
- ◇ Managing Workplace Conflict
- ◇ Networking Skills
- ◇ Problem Solving
- ◇ Professional Telephone Etiquette
- ◇ Running Effective Face-to-Face Training
- ◇ Running Effective Meetings
- ◇ Running Effective Virtual Meetings
- ◇ Setting and Achieving Goals
- ◇ Teamwork and Collaboration
- ◇ Time and Priority Management
- ◇ Understanding and Working with the Board (AU, NZ)
- ◇ Understanding Body Language
- ◇ Understanding Different Behavioural Styles
- ◇ Writing Effective Business Cases
- ◇ Writing Effective Emails
- ◇ Writing for Health and Safety
- ◇ Writing Minutes Effectively
- ◇ Writing Position Descriptions and Job Advertisements

Customer Service

- ◇ Customer Service
- ◇ Developing Client Relationships
- ◇ Handling Angry and Upset Customers
- ◇ Handling Objections

- ◇ Managing Complaints
- ◇ Professional Telephone Etiquette
- ◇ Supporting Vulnerable Customers in the Finance Industry (AU)
- ◇ Theft Prevention for Retail Workers

Equal Employment Opportunity (EEO)

- ◇ Aboriginal and Torres Strait Islander Cultural Awareness (AU)
- ◇ Building an Inclusive Workplace
- ◇ Cross-Cultural Communication
- ◇ Cultural Awareness (AU, NZ)
- ◇ Disability Awareness (AU, NZ)
- ◇ Discrimination and EEO (AU, NZ)
- ◇ Discrimination and EEO for Managers (AU, NZ)
- ◇ Diversity in the Workplace (AU, NZ)
- ◇ Gender Pay Equity Awareness for Managers (AU, NZ)
- ◇ Managing Unconscious Bias
- ◇ Mental Health Awareness (AU, NZ)
- ◇ Mental Health Disclosure (AU, NZ)
- ◇ Sexual and Sex-Based Harassment Awareness (AU)
- ◇ Sexual and Sex-Based Harassment Awareness for Managers (AU)
- ◇ Sexual Assault and Sexual Harassment at Universities (AU)
- ◇ Sexual Harassment Awareness (NZ)
- ◇ Sexual Harassment Awareness for Managers (NZ)
- ◇ Supporting Colleagues with Anxiety

- ◆ Supporting Colleagues with Depression
- ◆ Workplace Bullying and Occupational Violence
- ◆ Workplace Bullying and Occupational Violence for Managers
- ◆ Cross-Cultural Communication
- ◆ Cultural Awareness (AU, NZ)
- ◆ Delegation of Authority (QLD)
- ◆ Disability Standards for Education (AU)
- ◆ Discrimination and EEO (AU, NZ)
- ◆ Discrimination and EEO for Managers (AU, NZ)
- ◆ Diversity in the Workplace (AU, NZ)
- ◆ Domestic Violence Awareness (AU, NZ)
- ◆ Domestic Violence Awareness for Managers (AU, NZ)
- ◆ Effective Practices When Working from Home
- ◆ Elder Abuse Awareness (AU)
- ◆ ESOS Framework Awareness (AU)
- ◆ Ethical AI Use in Business Writing (AU, NZ)
- ◆ Fraud and Corruption Awareness
- ◆ Freedom of Information (ACT, NT, SA, VIC, WA)
- ◆ Gender Pay Equity Awareness for Managers (AU, NZ)
- ◆ General Insurance Code of Practice (AU)
- ◆ Global Anti-Bribery and Corruption (AU, NZ)
- ◆ Health Information Privacy (QLD)
- ◆ Health Records Act Awareness (VIC)
- ◆ Health Records and Information Privacy (NSW)
- ◆ Health Records Privacy (ACT)
- ◆ Human Research Ethics (AU)
- ◆ Human Rights Act (ACT, QLD)
- ◆ Information Disclosures for Corporate Whistleblowers (AU)
- ◆ Information Privacy Awareness (ACT, NT, QLD, WA)
- ◆ Insider Trading Awareness (AU, NZ)
- ◆ Integrity for Local Councils (VIC)
- ◆ Intellectual Property (AU, NZ)
- ◆ Managing Unconscious Bias
- ◆ Mandatory Reporting in Child Protection (ACT, NSW, NT, QLD, SA, TAS, VIC, WA)
- ◆ Misleading or Deceptive Conduct (AU)
- ◆ Modern Slavery Act (AU)
- ◆ Modern Slavery Awareness (AU, NZ)
- ◆ Modern Slavery Awareness for Managers (AU, NZ)
- ◆ National Principles for Child Safe Organisations (AU)
- ◆ Personal Information Protection (NSW, TAS)
- ◆ Privacy and Data Protection Awareness (VIC)
- ◆ Privacy and Personal Information Protection (NSW)
- ◆ Project Management
- ◆ Protected Communications (NT)
- ◆ Protected Disclosures for the Private Sector (NZ)
- ◆ Protected Disclosures for the Public Sector (NZ)
- ◆ Public Access to Government Information (NSW)
- ◆ Public Interest Disclosures (Cth, ACT, NSW, QLD, SA, TAS, VIC, WA)
- ◆ Public Sector Ethics (WA)
- ◆ Recordkeeping Awareness (WA)
- ◆ Records Management
- ◆ Research Integrity (AU)
- ◆ Right to Information (QLD, TAS)
- ◆ Risk Management
- ◆ Sexual and Sex-Based Harassment Awareness (AU)
- ◆ Sexual and Sex-Based Harassment Awareness for Managers (AU)
- ◆ Sexual Assault and Sexual Harassment at Universities (AU)
- ◆ Sexual Harassment Awareness (NZ)
- ◆ Sexual Harassment Awareness for Managers (NZ)

Ethics and Conduct

- ◆ Aboriginal and Torres Strait Islander Cultural Awareness (AU)
- ◆ Abuse and Neglect
- ◆ Acceptable Internet Use
- ◆ Access to Official Information (NZ)
- ◆ Alcohol and Other Drugs in the Workplace
- ◆ Animal Research Ethics (AU)
- ◆ Anti-Money Laundering and Counter-Terrorism Financing (AU)
- ◆ Building an Inclusive Workplace
- ◆ Business Continuity Management
- ◆ Business Ethics
- ◆ Business Etiquette
- ◆ Business Travel Arrangements
- ◆ Child Protection (NZ)
- ◆ Child Safe Organisations (QLD, VIC)
- ◆ Closing the Gap (AU)
- ◆ Code of Conduct
- ◆ Code of Conduct for Aged Care (AU)
- ◆ Competition and Consumer Act Awareness (AU)
- ◆ Competition and Consumer Law Awareness (NZ)
- ◆ Conduct and Disclosure Obligations for Financial Advisers (AU)
- ◆ Conflict of Interest
- ◆ Copyright (AU, NZ)
- ◆ Corporate Governance (AU, NZ)
- ◆ Corporate Social Responsibility

- ◇ Spam Act Awareness (AU)
- ◇ Student Code of Conduct
- ◇ The Do Not Call Register (AU)
- ◇ The European Union General Data Protection Regulation
- ◇ Understanding Employee Rights (NZ)
- ◇ Understanding Workplace Rights (AU)
- ◇ Victorian Charter of Human Rights and Responsibilities
- ◇ Working from Home
- ◇ Workplace Bullying and Occupational Violence
- ◇ Workplace Bullying and Occupational Violence for Managers

Finance

- ◇ Anti-Money Laundering and Counter-Terrorism Financing (AU)
- ◇ Competition and Consumer Act Awareness (AU)
- ◇ Competition and Consumer Law Awareness (NZ)
- ◇ Conduct and Disclosure Obligations for Financial Advisers (AU)
- ◇ Credit Assessment Fundamentals (AU, NZ)
- ◇ Credit Contracts and Consumer Finance Act Awareness (NZ)
- ◇ Credit Risk Management
- ◇ Design and Distribution Obligations for Financial Products (AU)
- ◇ Finance for Non-financial Professionals
- ◇ Financial Product Advice and Dealing Guide (AU)

- ◇ Fraud and Corruption Awareness
- ◇ General Insurance Code of Practice (AU)
- ◇ Insider Trading Awareness (AU, NZ)
- ◇ Insurance Brokers Code of Practice (AU)
- ◇ Knowledge Requirements for Financial Product Advisers (AU)
- ◇ Managing Budgets
- ◇ Money Laundering and Terrorism Financing Awareness (NZ)
- ◇ National Consumer Credit Protection Act Awareness (AU)
- ◇ National Credit Code Awareness (AU)
- ◇ Procurement Guidelines for ACT Government (AU)
- ◇ Procurement Guidelines for Australian Federal Government (AU)
- ◇ Procurement Guidelines for New South Wales Government (AU)
- ◇ Procurement Guidelines for New Zealand Government (NZ)
- ◇ Procurement Guidelines for Queensland Government (AU)
- ◇ Procurement Guidelines for Victorian Government (AU)
- ◇ Procurement Guidelines for Western Australian Government (AU)
- ◇ Professional Standards for Financial Advisers (AU)
- ◇ Responsible Lending Code (NZ)
- ◇ Safe Cash Handling
- ◇ Securing Payment Card Data
- ◇ Supporting Vulnerable Customers in the Finance Industry (AU)
- ◇ The Debt Collection Guideline: For Collectors and Creditors (AU)
- ◇ Understanding Bank Fraud (AU)

Health and Safety

- ◇ Advanced Health and Safety (NZ)
- ◇ Advanced WHS for Employees (AU)
- ◇ Alcohol and Other Drugs in the Workplace
- ◇ Armed Robbery Survival Skills
- ◇ Asbestos Awareness (AU, NZ)
- ◇ Client Risk Management
- ◇ Confined Space Entry
- ◇ Construction Safety Orientation (AU, NZ)
- ◇ Contractor Induction (High Risk) (AU, NZ)
- ◇ Contractor Induction (Low Risk) (AU, NZ)
- ◇ Contractor Management
- ◇ COVID-19 Awareness (AU, NZ)
- ◇ Driver Safety
- ◇ Effective Practices When Working from Home
- ◇ Electrical Safety (AU, NZ)
- ◇ Emergency Procedures
- ◇ Fatigue Management
- ◇ Fire Safety
- ◇ First Aid Refresher
- ◇ Food Allergy and Intolerance Awareness for Hospitality
- ◇ Food Handling Procedures (AU, NZ)
- ◇ Forklift Safety
- ◇ Hand Hazard Awareness
- ◇ Hand Hygiene for Healthcare
- ◇ Hazard Identification
- ◇ Hazardous Chemicals (AU)
- ◇ Hazardous Substances (NZ)
- ◇ Health and Safety Awareness (NZ)
- ◇ Health and Safety Committees
- ◇ Health and Safety for Managers (NZ)

- ◇ Health and Safety for the Retail Industry (NZ)
- ◇ Health and Safety Representatives (AU, NZ)
- ◇ Health and Safety Risk Management (NZ)
- ◇ Hearing Conservation
- ◇ Heavy Vehicle Driver Safety
- ◇ Hot Work
- ◇ Incident Investigation
- ◇ Infection Control in the Workplace
- ◇ Injury Management (AU, NZ)
- ◇ Labels and Data Safety Sheets (AU, NZ)
- ◇ Laboratory Induction
- ◇ Laboratory Safety – Biological Hazards
- ◇ Laboratory Safety – Chemical Hazards (AU)
- ◇ Laboratory Safety – Hazardous Substances (NZ)
- ◇ Laser Safety
- ◇ Lock Out / Tag Out
- ◇ Managing Food Allergies and Intolerances
- ◇ Manual Tasks (AU, NZ)
- ◇ Manual Tasks for Construction Workers (AU, NZ)
- ◇ Manual Tasks for Farming (NZ)
- ◇ Manual Tasks for Healthcare Workers (AU, NZ)
- ◇ Mental Health and Safety for Managers (AU, NZ)
- ◇ Mental Health Awareness (AU, NZ)
- ◇ Mental Health Disclosure (AU, NZ)
- ◇ Mining Health and Safety Awareness (AU)
- ◇ Natural Disaster Emergency Procedures (NZ)
- ◇ Navigating Psychosocial Hazards in the Workplace (AU, NZ)
- ◇ Office Ergonomics
- ◇ Office Safety
- ◇ OHS Awareness (VIC)
- ◇ OHS for Managers (VIC)
- ◇ Personal Protective Equipment
- ◇ Plant Safety
- ◇ Privacy Awareness (AU, NZ)
- ◇ Radiation Safety
- ◇ Return to Work Programs (NSW)
- ◇ Risk Management
- ◇ Safe Work Planning (SWMSs and JSAs) (AU)
- ◇ Sharps Safety (NZ)
- ◇ Sharps Safety for the Healthcare Industry (AU)
- ◇ Site Induction
- ◇ Solvents
- ◇ Spill Prevention and Control
- ◇ Stress Management
- ◇ Stress Management for Managers
- ◇ Supporting Colleagues with Anxiety
- ◇ Supporting Colleagues with Depression
- ◇ Warden Instruction
- ◇ WHS Awareness for Employees (AU)
- ◇ WHS for Managers (AU)
- ◇ WHS for Schedule 26 Appointed Persons (WA)
- ◇ WHS for the Retail Industry (AU)
- ◇ WHS Risk Management (AU)
- ◇ Work / Life Balance (AU, NZ)
- ◇ Working Alone Safely (AU)
- ◇ Working at Height (NZ)
- ◇ Working at Heights (AU)
- ◇ Working from Home
- ◇ Working Near Services (AU, NZ)
- ◇ Working Outdoors (AU, NZ)
- ◇ Working with Silica Dust
- ◇ Workplace Health and Safety Management Systems
- ◇ Workplace Inspections (AU, NZ)
- ◇ Writing for Health and Safety (NZ)

Healthcare and Social Assistance

General

- ◇ Dealing with Difficult and Aggressive Patients
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- ◇ Medication Management (AU, NZ)
- ◇ Nutrition and Swallowing (AU, NZ)
- ◇ Positive Behaviour Support
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- ◇ Safe Patient Handling
- ◇ Sharps Safety for the Healthcare Industry (AU, NZ)

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- ◇ Aged Care: Supporting Individuals in Daily Living
- ◇ Code of Conduct for Aged Care (AU)
- ◇ Dementia Awareness
- ◇ Elder Abuse Awareness (AU)
- ◇ Fall Prevention in Aged Care (AU)

Childcare

- ◇ Abuse and Neglect
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- ◇ Child Safe Organisations (QLD, VIC)
- ◇ Mandatory Reporting in Child Protection (ACT, NSW, NT, QLD, SA, TAS, VIC, WA)
- ◇ National Principles in Child Safe Organisations (AU)

Social Assistance

- ◇ Chronic Disease Awareness
- ◇ Disability Awareness (AU, NZ)

Induction

- ◇ Construction Safety Orientation (AU, NZ)
- ◇ Contractor Induction (High Risk) (AU, NZ)
- ◇ Contractor Induction (Low Risk) (AU, NZ)
- ◇ Directors' Induction
- ◇ Employee Induction
- ◇ Health Services Induction
- ◇ Laboratory Induction
- ◇ Manager Induction
- ◇ Onboarding
- ◇ Site Induction

Information and Communication Technology (ICT)

- ◇ Acceptable Internet Use
- ◇ Creating Business Blogs
- ◇ Creating eLearning Modules
- ◇ Cyber Security Awareness (AU, NZ)
- ◇ Cyber Security Awareness for Managers (AU, NZ)
- ◇ Electronic Communication and Social Media
- ◇ Ethical AI Use in Business Writing (AU, NZ)
- ◇ Information Security Management
- ◇ Introduction to Workplace Data
- ◇ Password Management
- ◇ Social Engineering and Phishing Awareness

Leadership and Management

- ◇ Building and Managing Teams
- ◇ Business Continuity Management
- ◇ Change Management
- ◇ Coaching
- ◇ Developing Client Relationships
- ◇ Developing Resilience
- ◇ Directors' Induction
- ◇ Emotional Intelligence in Leadership
- ◇ Engaging and Motivating Employees
- ◇ Leadership
- ◇ Leading Virtual Teams
- ◇ Making Decisions
- ◇ Manager Induction

- ◇ Managing Budgets
- ◇ Managing Difficult Situations
- ◇ Managing Probation
- ◇ Managing the Discipline Process
- ◇ Managing Workplace Conflict
- ◇ Mentoring Others
- ◇ Moving to a Management Role
- ◇ Performance Management for Employees
- ◇ Performance Management for Managers
- ◇ Problem Solving
- ◇ Running Effect Face-to-Face Meetings
- ◇ Running Effective Meetings
- ◇ Running Effective Virtual Meetings
- ◇ Setting and Achieving Goals
- ◇ Time and Priority Management
- ◇ Understanding and Working with the Board (AU, NZ)
- ◇ Workforce Planning
- ◇ Writing Effective Business Cases

Project Management

- ◇ Conducting Effective Employee Surveys
- ◇ Developing an Employee Recognition Program
- ◇ Planning and Running Events
- ◇ Project Management
- ◇ Writing Effective Business Cases

Quality Assurance and Production

- ◇ Contributing to Innovation
- ◇ Good Manufacturing Practice Guide: Part I (AU, NZ)
- ◇ Good Manufacturing Practice: Part II (AU, NZ)
- ◇ Lean Manufacturing
- ◇ Quality Management
- ◇ Six Sigma

Sales

- ◇ Creating Business Blogs
- ◇ Handling Objections
- ◇ Introduction to Sales
- ◇ Networking Skills
- ◇ Sales Prospecting
- ◇ Telephone Sales

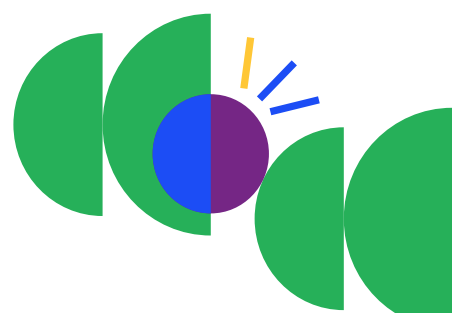
Sustainability / Environment

- ◇ Air Emissions Management
- ◇ Corporate Social Responsibility
- ◇ Environmental Awareness
- ◇ Environmental, Social and Governance Disclosure Reporting (NZ)
- ◇ Resource Efficiency
- ◇ Sustainability Awareness
- ◇ Sustainable Energy Practices for Managers
- ◇ Waste Management (AU, NZ)
- ◇ Water Conservation

Talent Management

- ◇ Coaching
- ◇ Conducting Effective Employee Surveys
- ◇ Developing an Employee Recognition Program
- ◇ Engaging and Motivating Employees
- ◇ Interviewing Skills and Techniques
- ◇ Managing Probation
- ◇ Managing the Discipline Process
- ◇ Mentoring Others
- ◇ Moving to a Management Role
- ◇ Offboarding
- ◇ Onboarding
- ◇ Performance Management for Employees
- ◇ Performance Management for Managers
- ◇ Recruitment and Selection
- ◇ Remuneration and Rewards (AU, NZ)

- ◇ Strategic Talent Management
- ◇ Workforce Planning
- ◇ Writing Position Descriptions and Job Advertisements



03 BROWSE OUR COMPLIANCE COURSES

Australia

- ◇ Aboriginal and Torres Strait Islander Cultural Awareness
- ◇ Advanced WHS for Employees
- ◇ Aged Care Quality Standards
- ◇ Alcohol and Other Drugs in the Workplace
- ◇ Animal Research Ethics
- ◇ Anti-Money Laundering and Counter-Terrorism Financing
- ◇ Asbestos Awareness
- ◇ Chain of Responsibility Code of Practice
- ◇ Child Safe Organisations (QLD, VIC)
- ◇ Closing the Gap
- ◇ Code of Conduct for Aged Care
- ◇ Competition and Consumer Act Awareness
- ◇ Conduct and Disclosure Obligations for Financial Advisers
- ◇ Conducting Effective Employee Surveys
- ◇ Confined Space Entry
- ◇ Conflict of Interest
- ◇ Construction Safety Orientation
- ◇ Contractor Induction (High Risk)
- ◇ Contractor Induction (Low Risk)
- ◇ Contractor Management
- ◇ Copyright
- ◇ Corporate Governance
- ◇ COVID-19 Awareness
- ◇ Credit Assessment Fundamentals
- ◇ Credit Risk Management
- ◇ Cyber Security Awareness
- ◇ Cyber Security Awareness for Managers
- ◇ Delegation of Authority (QLD)
- ◇ Design and Distribution Obligations for Financial Products
- ◇ Dimensions and Indivisible Loads (CoR)
- ◇ Disability Awareness
- ◇ Disability Standards for Education
- ◇ Discrimination and EEO
- ◇ Discrimination and EEO for Managers
- ◇ Diversity in the Workplace
- ◇ Domestic Violence Awareness
- ◇ Domestic Violence Awareness for Managers
- ◇ Driver Safety
- ◇ Electrical Safety
- ◇ Environmental Awareness
- ◇ ESOS Framework Awareness
- ◇ Fatigue Management Duties of Off-Road Parties (CoR)
- ◇ Financial Product Advice and Dealing Guide
- ◇ First Aid Refresher
- ◇ Food Allergy and Intolerance Awareness for Hospitality
- ◇ Food Handling Procedures
- ◇ Forklift Safety
- ◇ Fraud and Corruption Awareness
- ◇ Freedom of Information (ACT, NT, SA, VIC, WA)
- ◇ Gender Pay Equity Awareness for Managers
- ◇ General Insurance Code of Practice
- ◇ Global Anti-Bribery and Corruption
- ◇ Good Manufacturing Practice Guide: Part I
- ◇ Good Manufacturing Practice Guide: Part II
- ◇ Hand Hazard Awareness
- ◇ Hand Hygiene for Healthcare
- ◇ Hazard Identification
- ◇ Hazardous Chemicals
- ◇ Health and Safety Committees
- ◇ Health and Safety Representatives
- ◇ Health Information Privacy (QLD)
- ◇ Health Records Act Awareness (VIC)
- ◇ Health Records and Information Privacy (NSW)
- ◇ Health Records Privacy (ACT)
- ◇ Health Services Induction
- ◇ Hearing Conservation
- ◇ Heavy Vehicle Driver Fatigue (CoR)
- ◇ Heavy Vehicle Driver Safety
- ◇ Hot Work
- ◇ Human Research Ethics
- ◇ Human Rights Act (ACT, QLD)
- ◇ Incident Investigation
- ◇ Infection Control for Health Care Workers
- ◇ Infection Control in the Workplace
- ◇ Information Disclosures for Corporate Whistleblowers
- ◇ Information Privacy Awareness (ACT, NT, QLD, WA)
- ◇ Information Security Management
- ◇ Injury Management
- ◇ Insider Trading Awareness
- ◇ Insurance Brokers Code of Practice

- ◇ Integrity for Local Councils (VIC)
- ◇ Intellectual Property
- ◇ Interviewing Skills and Techniques
- ◇ Introduction to Chain of Responsibility (CoR)
- ◇ Introduction to Workplace Data
- ◇ Knowledge Requirements for Financial Product Advisers
- ◇ Labels and Safety Data Sheets
- ◇ Laboratory Induction
- ◇ Laboratory Safety – Biological Hazards
- ◇ Laboratory Safety – Chemical Hazards
- ◇ Laser Safety
- ◇ Lean Manufacturing
- ◇ Load Restraint (CoR)
- ◇ Lock Out / Tag Out
- ◇ Manager Induction
- ◇ Managing Complaints
- ◇ Managing Food Allergies and Intolerances
- ◇ Managing Probation
- ◇ Managing the Discipline Process
- ◇ Managing Unconscious Bias
- ◇ Mandatory Reporting in Child Protection (ACT, NSW, NT, QLD, SA, TAS, VIC, WA)
- ◇ Manual Tasks
- ◇ Manual Tasks for Construction Workers
- ◇ Manual Tasks for Health Care Workers
- ◇ Medication Management
- ◇ Mental Health and Safety for Managers
- ◇ Mental Health Awareness
- ◇ Mental Health Disclosure
- ◇ Mining Health and Safety Awareness
- ◇ Misleading or Deceptive Conduct
- ◇ Modern Slavery Act
- ◇ Modern Slavery Awareness
- ◇ Modern Slavery Awareness for Managers
- ◇ National Consumer Credit Protection Act Awareness
- ◇ National Credit Code Awareness
- ◇ National Principles for Child Safe Organisations
- ◇ Navigating Psychological Hazards in the Workplace
- ◇ Nutrition and Swallowing
- ◇ Offboarding
- ◇ OHS Awareness (VIC)
- ◇ OHS for Managers (VIC)
- ◇ Password Management
- ◇ Performance Management for Employees
- ◇ Performance Management for Managers
- ◇ Personal Information Protection (NSW, TAS)
- ◇ Personal Protective Equipment
- ◇ Plant Safety
- ◇ Privacy and Data Protection Awareness (VIC)
- ◇ Privacy and Personal Information Protection (NSW)
- ◇ Privacy Awareness
- ◇ Problem Solving
- ◇ Procurement Guidelines for ACT Government
- ◇ Procurement Guidelines for Australian Federal Government
- ◇ Procurement Guidelines for New South Wales Government
- ◇ Procurement Guidelines for New Zealand Government
- ◇ Procurement Guidelines for Queensland Government
- ◇ Procurement Guidelines for Victorian Government
- ◇ Procurement Guidelines for Western Australian Government
- ◇ Professional Standards for Financial Advisers
- ◇ Protected Communications (NT)
- ◇ Public Access to Government Information (NSW)
- ◇ Public Interest Disclosures (Cth, ACT, NSW, QLD, SA, TAS, VIC, WA)
- ◇ Public Sector Ethics (WA)
- ◇ Quality Management
- ◇ Radiation Safety
- ◇ Recordkeeping Awareness (WA)
- ◇ Records Management
- ◇ Remuneration and Rewards
- ◇ Research Integrity
- ◇ Return to Work Programs (NSW)
- ◇ Right to Information (QLD, TAS)
- ◇ Risk Management
- ◇ Safe Patient Handling
- ◇ Safe Work Planning (SWMSs and JSAs)
- ◇ Securing Payment Card Data
- ◇ Sexual and Sex-Based Harassment Awareness
- ◇ Sexual and Sex-Based Harassment Awareness for Managers
- ◇ Sexual Assault and Sexual Harassment at Universities
- ◇ Sharps Safety for the Healthcare Industry
- ◇ Site Induction
- ◇ Social Engineering and Phishing Awareness
- ◇ Solvents
- ◇ Spam Act Awareness
- ◇ Spill Prevention and Control
- ◇ Stress Management Awareness for Managers
- ◇ Supporting Vulnerable Customers in the Finance Industry
- ◇ The Debt Collection Guideline: For Collectors and Creditors
- ◇ The Do Not Call Register
- ◇ The European Union General Data Protection Regulation
- ◇ Transporting Dangerous Goods (CoR)
- ◇ Understanding and Working with the Board



- ◇ Understanding Bank Fraud (AU)
- ◇ Understanding Different Behavioural Styles
- ◇ Understanding Workplace Rights (AU)
- ◇ Victorian Charter of Human Rights and Responsibilities
- ◇ Warden Instruction
- ◇ Waste Management
- ◇ Water Conservation
- ◇ Weight of Loads (CoR)
- ◇ WHS Awareness for Employees
- ◇ WHS for Managers
- ◇ WHS for Schedule 26 Appointed Persons (WA)
- ◇ WHS for the Retail Industry
- ◇ WHS Risk Management
- ◇ Work / Life Balance
- ◇ Working Alone Safely
- ◇ Working at Heights
- ◇ Working Near Services
- ◇ Working Outdoors
- ◇ Working with Silica Dust
- ◇ Workplace Bullying and Occupational Violence
- ◇ Workplace Bullying and Occupational Violence for Managers
- ◇ Workplace Health and Safety Management Systems
- ◇ Workplace Inspections
- ◇ Writing for Health and Safety
- ◇ Writing Position Descriptions and Job Advertisements
- ◇ Competition and Consumer Law Awareness
- ◇ Conducting Effective Employee Surveys
- ◇ Confined Space Entry
- ◇ Conflict of Interest
- ◇ Construction Safety Orientation
- ◇ Contractor Induction (High Risk)
- ◇ Contractor Induction (Low Risk)
- ◇ Contractor Management
- ◇ Copyright
- ◇ Corporate Governance
- ◇ COVID-19 Awareness
- ◇ Credit Assessment Fundamentals
- ◇ Credit Contracts and Consumer Finance Act Awareness
- ◇ Credit Risk Management
- ◇ Cyber Security Awareness
- ◇ Cyber Security Awareness for Managers
- ◇ Disability Awareness
- ◇ Discrimination and EEO
- ◇ Discrimination and EEO for Managers
- ◇ Diversity in the Workplace
- ◇ Domestic Violence Awareness
- ◇ Domestic Violence Awareness for Managers
- ◇ Driver Safety
- ◇ Electrical Safety
- ◇ Environmental Awareness
- ◇ Environmental, Social and Governance Disclosure Reporting
- ◇ First Aid Refresher
- ◇ Food Allergy and Intolerance Awareness for Hospitality
- ◇ Food Handling Procedures
- ◇ Forklift Safety
- ◇ Fraud and Corruption Awareness
- ◇ Gender Pay Equity Awareness for Managers
- ◇ Global Anti-Bribery and Corruption
- ◇ Good Manufacturing Practice Guide: Part I
- ◇ Good Manufacturing Practice Guide: Part II
- ◇ Hand Hazard Awareness
- ◇ Hand Hygiene for Healthcare
- ◇ Hazard Identification
- ◇ Hazardous Substances
- ◇ Health and Safety Awareness
- ◇ Health and Safety Committees
- ◇ Health and Safety for Managers
- ◇ Health and Safety for the Retail Industry
- ◇ Health and Safety Representatives
- ◇ Health and Safety Risk Management
- ◇ Health Services Induction
- ◇ Hearing Conservation
- ◇ Heavy Vehicle Driver Safety
- ◇ Hot Work
- ◇ Incident Investigation
- ◇ Infection Control for Health Care Workers
- ◇ Infection Control in the Workplace
- ◇ Information Security Management
- ◇ Injury Management
- ◇ Insider Trading Awareness
- ◇ Intellectual Property
- ◇ Interviewing Skills and Techniques
- ◇ Introduction to Workplace Data
- ◇ Labels and Safety Data Sheets
- ◇ Laboratory Induction
- ◇ Laboratory Safety - Biological Hazards
- ◇ Laboratory Safety - Hazardous Substances
- ◇ Laser Safety
- ◇ Lean Manufacturing
- ◇ Lock Out / Tag Out
- ◇ Manager Induction

New Zealand

- ◇ Access to Official Information
- ◇ Advanced Health and Safety
- ◇ Alcohol and Other Drugs in the Workplace
- ◇ Anti-Money Laundering and Counter-Terrorism Financing
- ◇ Asbestos Awareness
- ◇ Child Protection
- ◇ Food Allergy and Intolerance Awareness for Hospitality
- ◇ Food Handling Procedures
- ◇ Forklift Safety
- ◇ Fraud and Corruption Awareness
- ◇ Gender Pay Equity Awareness for Managers



- ◇ Managing Complaints
- ◇ Managing Food Allergies and Intolerances
- ◇ Managing Probation
- ◇ Managing the Discipline Process
- ◇ Managing Unconscious Bias
- ◇ Manual Tasks
- ◇ Manual Tasks for Construction Workers
- ◇ Manual Tasks for Farming
- ◇ Manual Tasks for Healthcare Workers
- ◇ Medication Management
- ◇ Mental Health and Safety for Managers
- ◇ Mental Health Awareness
- ◇ Mental Health Disclosure
- ◇ Modern Slavery Awareness
- ◇ Modern Slavery Awareness for Managers
- ◇ Money Laundering and Terrorism Financing Awareness
- ◇ Natural Disaster Emergency Procedures
- ◇ Navigating Psychological Hazards in the Workplace
- ◇ Nutrition and Swallowing
- ◇ Offboarding
- ◇ Password Management
- ◇ Performance Management for Employees
- ◇ Performance Management for Managers
- ◇ Personal Protective Equipment
- ◇ Plant Safety
- ◇ Privacy Awareness
- ◇ Problem Solving
- ◇ Procurement Guidelines for New Zealand Government
- ◇ Protected Disclosures for the Private Sector
- ◇ Protected Disclosures for the Public Sector
- ◇ Quality Management
- ◇ Records Management
- ◇ Remuneration and Rewards
- ◇ Responsible Lending Code
- ◇ Risk Management
- ◇ Safe Patient Handling
- ◇ Securing Payment Card Data
- ◇ Sexual Harassment Awareness
- ◇ Sexual Harassment Awareness for Managers
- ◇ Sharps Safety for the Healthcare Industry
- ◇ Site Induction
- ◇ Social Engineering and Phishing Awareness
- ◇ Solvents
- ◇ Spill Prevention and Control
- ◇ Stress Management Awareness for Managers
- ◇ The European Union General Data Protection Regulation
- ◇ Understanding and Working with the Board
- ◇ Understanding Different Behavioural Styles
- ◇ Understanding Employee Rights
- ◇ Victorian Charter of Human Rights and Responsibilities
- ◇ Warden Instruction
- ◇ Waste Management
- ◇ Water Conservation
- ◇ Work / Life Balance
- ◇ Working Alone Safely
- ◇ Working at Height
- ◇ Working Near Services
- ◇ Working Outdoors
- ◇ Working with Silica Dust
- ◇ Workplace Bullying and Occupational Violence
- ◇ Workplace Bullying and Occupational Violence for Managers
- ◇ Workplace Health and Safety Management Systems
- ◇ Workplace Inspections
- ◇ Writing for Health and Safety
- ◇ Writing Position Descriptions and Job Advertisements



VIDEO LIBRARY



Health and Safety

- ◇ Asbestos Awareness
- ◇ Atmosphere Testing for Confined Spaces
- ◇ Confined Space Safety Essentials
- ◇ Driver Fatigue Management
- ◇ Drug and Alcohol Awareness
- ◇ Effectiveness and Safe Operation of Powered Hand Tools
- ◇ Electrical Safety Essentials
- ◇ Ergonomic Essentials for the Office
- ◇ EWP Safety Essentials
- ◇ Forklift Stability
- ◇ Fundamentals for Safety in Construction
- ◇ GHS Classification for Hazardous Chemicals
- ◇ Handling Aggressive Behaviour in Public
- ◇ Harmonisation: Key Changes that Affect You (AU)
- ◇ Hazardous Substances Safety Essentials
- ◇ Health and Safety for Aged Care Workers
- ◇ Heat and UV Exposure in Outdoor Work
- ◇ Height Safety Essentials
- ◇ Hospitality Essentials
- ◇ Hygiene for the Office (AU)
- ◇ Hygiene at Work (AU)
- ◇ Lockout / Tagout
- ◇ Maintaining a Harassment Free Office: Employees
- ◇ Maintaining a Harassment Free Office: Managers
- ◇ Manual Tasks for Industry
- ◇ Manual Tasks for Office
- ◇ Manual Tasks for Warehouse
- ◇ Noise and Hearing Loss Prevention
- ◇ Office Ergonomics
- ◇ Office Fire Prevention and Response
- ◇ Office Induction Safety
- ◇ Office Safety for Today's Workplace
- ◇ Performance and Wellbeing: For Employees
- ◇ Performance and Wellbeing: For Managers
- ◇ PPE Essentials
- ◇ PPE: Personal Protective Equipment
- ◇ Retail Manual Handling
- ◇ Returning to Work for Employees (AU)
- ◇ Returning to Work for Managers (AU)
- ◇ Risk Assessment for the Office (AU)
- ◇ Risk Management Safety Essentials
- ◇ Safe Approach to Food Preparation
- ◇ Safe Driving for Work
- ◇ Safe Operation of Forklifts
- ◇ Safety Awareness
- ◇ Safety in Aged Care Workplaces
- ◇ Shiftwork Safety Essentials
- ◇ Slips, Trips and Falls
- ◇ Social Media, Email & Online Etiquette
- ◇ Understanding Eye Safety at Work
- ◇ Understanding Safety at Work
- ◇ Warehousing and Storage Safety Essentials
- ◇ Workplace Mental Health for Employees
- ◇ Workplace Fire Prevention and Response
- ◇ Workplace Mental Health for Managers

Induction

- ◇ Office Induction HR

Equal Employment Opportunity (EEO)

- ◇ Equality and Diversity
- ◇ Sexual Harassment Training for Employees
- ◇ Sexual Harassment Training: For Managers

Communication and Personal Development

- ◇ Disruptive People in the Workplace
- ◇ Learning From Failure
- ◇ Keeping Healthy
- ◇ Understanding Body Language



Customer Service

- ◇ Customer Service (AU)

Ethics and Conduct

- ◇ Business Ethics for Employees
- ◇ Business Ethics: For Managers
- ◇ Business Social Media, Email and Online Etiquette
- ◇ Maintaining a Harassment Free Office: Employees
- ◇ Maintaining a Harassment Free Office: Managers
- ◇ Preventing Harassment in the Office for Employees (AU)
- ◇ Preventing Harassment in the Office for Managers (AU)
- ◇ Social Media, Email & Online Etiquette
- ◇ Workplace Bullying and Harassment
- ◇ Working from Home (AU)

Leadership and Management

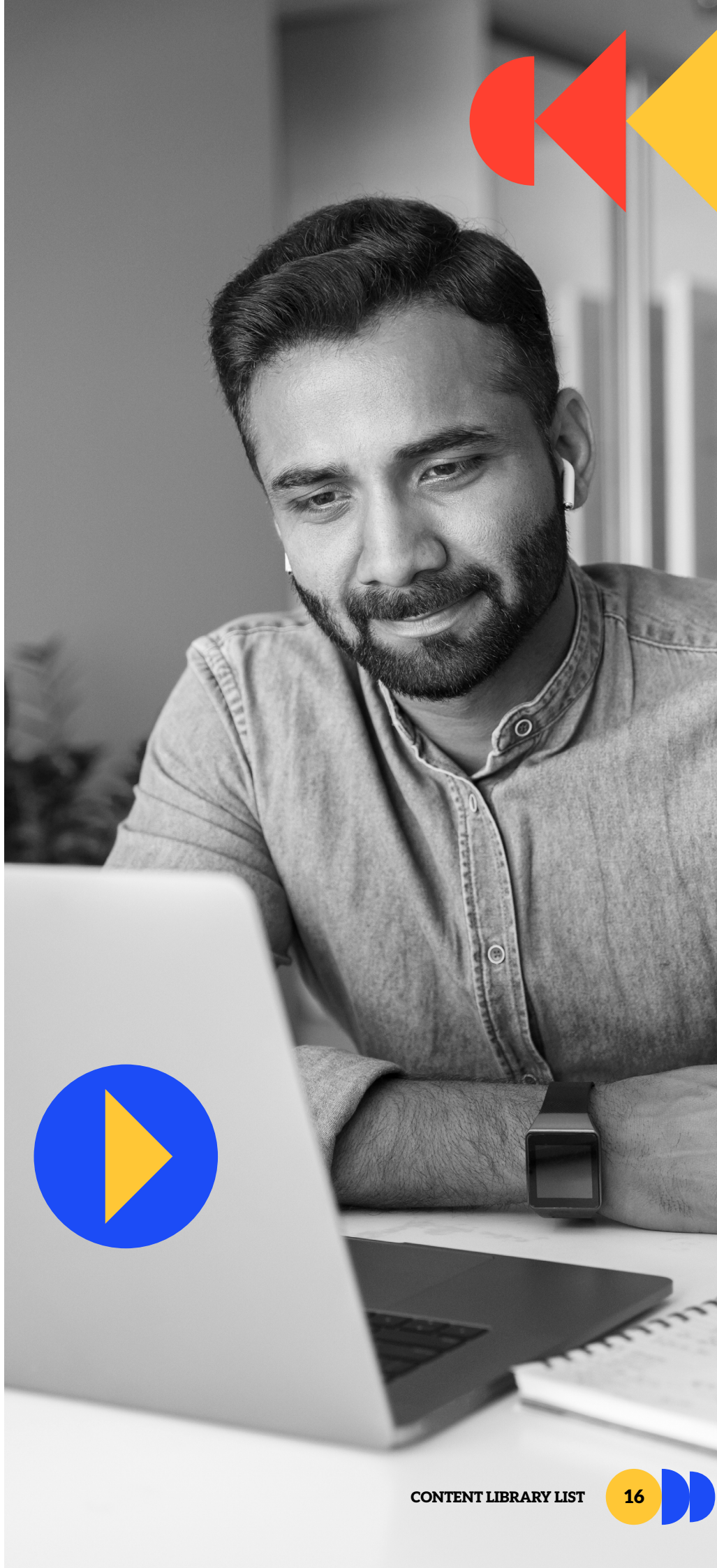
- ◇ Being Proactive in Safety
- ◇ Delegating Work
- ◇ How to Run a Successful Meeting
- ◇ Making Decisions
- ◇ Running a Productive Meeting

Sustainability / Environment

- ◇ Workplace Environmental Awareness

Talent Management

- ◇ Conducting Performance Appraisals





RELEASING HR'S
FULL POTENTIAL

ABOUT ELMO SOFTWARE

Founded in 2002, ELMO Software is the trusted provider of HR technology solutions to 3,000+ organisations and two million end users across Australia, New Zealand and the UK.

Through powerful technology, automation, data and analytics, ELMO Software empowers HR professionals to play an integral role in company decision making.

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