

Mount St. Mary's University

Online Sexual Harassment and Discrimination Training Program for Employees and Students

Effective July 1, 2017

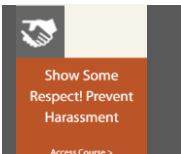
In conjunction with our "Standards of Ethical Conduct" Mount St. Mary's University in partnership with United Educators (UE), we are pleased to offer online sexual harassment & discrimination and sexual misconduct training courses to comply with our legal and ethical requirements to the community. We are committed to providing a safe learning, working, and living environment that is free from violence and unlawful discrimination and harassment. As part of that commitment, Mount St. Mary's University asks that all staff, faculty, administrators, and students complete the online training course(s) below.

The intent of these programs is to provide us with the necessary tools to deal with issues that intend to jeopardize our core values of integrity and mutual respect for all. **To avoid a delay in your start date, students must complete one (1) course, staff/faculty/administrators must complete four (4) courses, and an additional training course for supervisors as indicated below prior to your commencing work.**

How to Access EduRisk Learning Portal:

- To begin training, select the appropriate Learning Path below:
 - MSMaryEmployee:** <https://learn.ue.org/T51EY891167/MSMaryEmployee>
 - MSMaryStudent:** <https://learn.ue.org/T51EY891167/MSMaryStudent>
- Complete the Registration form.
 - Enter your first name, last name, and email address and click Register.
 - You will receive a welcome email with your username and a temporary password.
 - Follow the link in the email to sign on.
 - You will be prompted to:
 - Enter your temporary password
 - Create a new password
 - Create and answer a security question
- Once you are logged in, select course image and click on **Launch** to begin Module(s). Be sure to complete all courses assigned to you.
- A history of your completed courses is available in "My Completions." You will also receive an email containing a link to your completion certificate, upon successful completion of the course. Please forward link to HR (humanresources@msmary.edu) for recordkeeping. If you do not have access to a computer or need any assistance, please contact the Department of Human Resources.
- 24/7 Online Help Support Available.

ONLINE TRAINING COURSES



Show Some Respect! Prevent Harassment *(for STUDENTS ONLY)*

This course will walk you through the characteristics of respectful relationships. It also shares tips on how to report harassing behaviors involving fellow students.

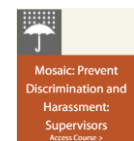
Duration: 30 minutes



Workplace Harassment Prevention Fundamentals *(for Staff/Faculty/Administrator)*

Explore various facets of workplace harassment prevention through multiple scenarios, clear explanations, and creative knowledge checks.

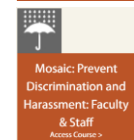
Duration: 45-50 minutes



Mosaic: Prevent Discrimination and Harassment *(for Supervisors)*

Along with your institution, each of us plays a part in preventing discrimination and harassment. This course covers the basics, including scenarios designed to help you navigate common trouble areas.

Duration: 45 minutes



Mosaic: Prevent Discrimination and Harassment *(Faculty/Staff)*

Duration: 40 minutes



Protecting Children from Sexual Misconduct *(for Staff/Faculty/Administrators)*

How can we keep the children in our care safe? This course offers scenarios based on real-life cases to help you recognize, prevent, and report sexual misconduct.

Duration: 30 minutes



Mosaic: Prevent Sexual Violence Together *(for Staff/Faculty/Administrators) – formerly Campus SaVE Act*

Sexual violence, intimate partner violence, and stalking disrupt and diminish your campus community. This course examines concrete, common-sense ways to fight back, including recognizing, reporting, and preventing these offenses.

Duration: 45 minutes