



Workplace Violence

SEHG-HR-1234 · Business · approx. 11 min seat time · English · 100% online, self-paced

Accreditation & industry alignments: none verified on record — institutional accreditor mapping pending

COURSE DESCRIPTION

Human Resources course covering workplace violence. Self-paced lessons with applied exercises.

WHO THIS COURSE IS FOR

Working professionals, team leads, and career-changers who want practical, job-ready Business skills — no prior coursework required. Teams and organizations can enroll groups for consistent, measurable upskilling.

WHAT'S INCLUDED

- 1 clock hour(s) of self-paced online learning
- 12 course modules
- 11 instructional videos — 11 minutes of total video runtime
- This syllabus (PDF), downloadable for reference
- Official SEHG Certificate of Completion upon finishing the course
- Language editions: English · Español

Delivered 100% online and self-paced in the SEHG learning platform. This section lists the materials currently delivered for this course.

MODULE MAP

- **Module 1 — Introduction**
 - Course Objectives
- **Module 2 — What Is Workplace Harassment?**
 - How to Identify
 - Costs to Your Business
 - The Legal Side of Harassment
 - Psychological
- **Module 3 — Identifying the Bully**
 - Abusive Workplace Behaviors
 - Bullying and Personality Disorders
 - Narcissism
- **Module 4 — How to Handle Workplace Violence**
 - Types of Behavior
 - Target the Behavior, Not the Person
 - Implement an Action Plan
- **Module 5 — Risk Assessment (I)**
 - Understanding Anger and Aggression
 - Defusing & De-escalating Strategies
 - Communication Skills
 - Tactical Options

- **Module 6 — Risk Assessment (II)**
 - Identifying the Hazard
 - Assessing the Risk
 - Controlling the Risk
 - Evaluating & Review
- **Module 7 — Being the Victim**
 - What is Not Considered Bullying
 - Steps to Take
- **Module 8 — Checklist for Employers**
 - 4 Step Process
 - Addressing All Employees
 - Code of Ethics
 - Policy and Procedures
- **Module 9 — Interview Process**
 - Identify a Bully in the Interview Process
 - Warning Signs
 - Bullying Scenario
- **Module 10 — Investigation Process**
 - Advising Your Supervisor
 - Lodging the Complaint
 - Initial Response
 - The Investigation
 - The Findings
 - Review & Closure
- **Module 11 — Developing a Workplace Harassment Policy**
 - Scope and Philosophy
 - Principles
 - Intent
 - Options
 - Informal Complaint Process
 - Formal Investigation Process
- **Module 12 — Assessment**

COMPLETION & CERTIFICATION

Completion-based: a certificate of completion is issued after all course videos have been viewed.
The certificate of completion is non-credit. This course does not currently carry academic credit or CEUs.

OFFICIAL SEHG CERTIFICATE

Graduates receive the official Synergy University Education Certificate of Completion — issued by the Office of the Registrar with a unique credential ID, shareable to LinkedIn and verifiable online.

Every certificate carries a unique credential ID — verify at:

SynergyEducation.AI/verify

SUPPORT, ACCESS & POLICIES

- Support: CEO@SynergyEducation.AI
- Accessibility: ADA/WCAG 2.1 AA-first delivery; accommodations available on request.
- Academic integrity and refund policies: per SEHG student handbook.

Enroll Today

Tuition per learner (Essentials tier) — enroll online with the course code below.

\$49 · SEHG-HR-1234 · SynergyEducation.AI

Also available: instructor-led workshop kits for teams — in-person training agendas, playbooks, and facilitator materials built on this course. Contact CEO@SynergyEducation.AI.