



Workplace Bullying

SEHG-HR-4789 · Business · approx. 8 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 bullying. 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
- 8 instructional videos — 8 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 Bullying?**
 - Definition
 - Types of Bullying
 - Examples
 - Statistics
- **Module 3 — Why Does One Bully?**
 - Lack of Self-Esteem
 - A Need to Control
 - Being Bullied
 - A Toxic Work Environment
- **Module 4 — Effects on Employees**
 - Emotional
 - Physical
 - Psychological
 - Work Productivity
- **Module 5 — Effects on Company**
 - Employee Turnover and Low Morale
 - Employee Assistance Programs

- Decreased Productivity
- Reputation
- **Module 6 — Company Policy**
 - Anti-Bullying Policy
 - Frequently Updating Policy
 - Train Employees
 - Highlight Consequences for Non-Compliance
- **Module 7 — Training**
 - What to Include
 - Who Should Be Trained?
 - How to Conduct
 - Check for Understanding
- **Module 8 — Company Responsibility**
 - Know State and Federal Laws
 - Keep Records of All Complaints
 - Investigate Complaints
 - Resolve Complaints
- **Module 9 — Being Bullied**
 - Seek Support
 - Document
 - Report
 - Speak Up
- **Module 10 — Someone Else Being Bullied**
 - Support Victim
 - Document
 - Report
 - Encourage Victim
- **Module 11 — Company Address the Bully**
 - Confront
 - Put on Probation
 - Suspend
 - Terminate Employment
- **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-4789 · 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.