

Ethics and Compliance Course Catalog 2011



Why 360training?

360training.com is a global company which provides a comprehensive e-learning solution designed to help corporations educate their workforce on important ethics and compliance matters. Our training is specifically targeted towards organizations who are seeking to meet the requirements of the Federal Sentencing Guidelines, those seeking to enhance an existing program with a new look and feel to guard against user fatigue, and companies who desire a simple solution for launching new compliance training programs.



Our solution includes a library of premium online courseware around the most prevalent risk areas such as harassment, diversity, FCPA and social networking. This courseware is further complimented by the extensive library of industry and/or function-specific compliance matters, including OSHA, FINRA, and government contractors.

We can also provide the ability to launch courses via our proprietary Learning Management System. Our clients also have the option of rolling out our courses via their own or a 3rd party AICC or SCROM compliant LMS.



Customer Support

Each 360training.com Ethics and Compliance client is assigned dedicated customer service and project management resources to assist them in the successful launch of their compliance training initiatives. It is our goal to meet and exceed the expectations by providing consistent communication and support for all 360training services in a professional, competent, and timely manner.



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Anti-Money Laundering and Financial Crime

Anti-Money Laundering for Financial Professionals
Preventing Insider Trading
Preventing Insider Trading: Introduction to Insider Trading
Preventing Insider Trading: Laws, Compliance, Penalties

Anti-Trust

Anti-trust
Anti-Trust : Bid-rigging
Anti-Trust : Pricing
Anti-Trust : Competitive Intelligence
Anti-Trust : Dealing with Anti-trust Violations
Anti-trust : Dealing with Customers and Competitors Fairly
Anti-trust : Dealing with Customers and Competitors Fairly (Spot)

Business Skills Essentials Courses Communication

Are You Really Listening? (Spanish)
Effective and Appropriate E-Mail Usage
High Impact Visual Aids
Interpersonal Communication (Spanish)
Power Speaking
The Effective Business Writer

Code of Conduct

Configurable Code of Conduct

Employment and Workplace Issues

Business Ethics - Introductory
Business Ethics - Introductory: Speaking Up
Business Ethics - Introductory: Bullying
Business Ethics - Advanced
Business Ethics - Advanced: Ethical Leadership
Business Ethics - Advanced: Managers Appropriately Handling Employee Concerns
Business Ethics - Advanced: Open Door Policy
Business Ethics - Advanced: Bullying
Business Ethics - Advanced: Managing a Multigenerational Workforce
Business Ethics - Advanced: Handling Employee Concerns (Spot)
Business Ethics - Advanced: Millionaire (Game) Still a Spot even though Game format.
Conflicts of Interest



Employment and Workplace Issues (continued)

Conflicts of Interest : Gifts and Entertainment
Conflicts of Interest : Hiring Family Members and Friends
Conflicts of Interest : Kickbacks
Conflicts of Interest : Moonlighting
Conflicts of Interest : Secured Transactions
Conflicts of Interest : Moonlighting (Spot)
Creating an Honest and Theft Free Workplace
Creating an Honest and Theft Free Workplace : Travel and Expense Abuse
Creating an Honest and Theft Free Workplace : Accuracy in Reporting Financial Information
Creating an Honest and Theft Free Workplace : Competitive Intelligence and the Protection of Intellectual Property
Creating an Honest and Theft Free Workplace : Identify Theft
Creating an Honest and Theft Free Workplace : Misuse of Company Resources
Creating an Honest and Theft Free Workplace : Truth in Negotiations with Customers
Creating an Honest and Theft-free Workplace : Misuse of Company Resources (Spot)
Discrimination in the Workplace : ADA - Employees
Discrimination in the Workplace : ADA - Managers
Discrimination in the Workplace : Employees
Discrimination in the Workplace : Managers
Harassment in the Workplace
Harassment in the Workplace : Employees
Harassment in the Workplace : Managers
Harassment and Discrimination: Hostile Work Environment (Spot)
Preventing Insider Trading
Preventing Insider Trading : Laws, Compliance, Penalties
Preventing Insider Trading : Introduction to Insider Trading
Preventing Workplace Discrimination and Sexual Harassment (Managers)
Preventing Sexual Harassment for Managers
Sexual Harassment Prevention for Managers
Sexual Harassment in Hospitality

Employment Law Compliance

AB1825: Sexual Harassment Training for Manager's (Also available in Spanish)
Americans with Disabilities Act
Avoiding Wrongful Termination
Employee Privacy
Maintaining a Drug-Free Workplace.
AB 1825 : Sexual Harassment Prevention for Managers
AB 1825 : Sexual Harassment Prevention for Managers (Spanish Version)
Avoiding Wrongful Termination
California AB 1825
Maintaining A Drug-Free Workplace
Maintaining A Drug-Free Workplace : Manager's Edition
Preventing Employment Discrimination for Managers



Employment Law Compliance (continued)

Preventing Sexual Harassment for Managers
Preventing Unlawful Workplace Harassment for Managers
Sexual Harassment Prevention for Managers
The Family Medical Leave Act
Understanding Sexual Harassment
Understanding Sexual Harassment (Spanish Version)
Understanding Unlawful Workplace Harassment
Valuing Diversity
Valuing Diversity for Managers

Employment Health and Safety

Back Injury Protection
Bloodborne Pathogens
Chemical Safety
Confined Spaces
Defensive Driving
DOT : Classification
DOT : DOT Hazardous Materials Transportation: General Awareness
DOT : Loading and Unloading
DOT : Marking, Labeling, and Placarding
DOT : Packaging
DOT : Shipping Papers
Electrical Safety Awareness
Environmental Management Systems
ErgoNet : A Personal Assessment
Ergonet : A Training Guide for Healthy Office Work
Ergonomics for Manufacturing
Fall Protection
Fire Extinguisher Safety
Hazardous Energy Control (Lock Out/Tag Out)
Hazardous Waste Management
Hearing Conservation: Protecting Yourself from Hearing Loss
Incident Command
Introduction to Accident Investigation
Introduction to Laser Safety
Laboratory Safety
Managing Workplace Safety and Health
Personal Protective Equipment : General Overview
Personal Protective Equipment : Eye & Face
Personal Protective Equipment : Foot
Personal Protective Equipment : Hand & Arm
Personal Protective Equipment : Head
Powered Industrial Truck Safety
Preventing Workplace Violence



Employment Health and Safety (continued)

Radiation Safety
Radioisotope Safety
Respiratory Protection
Slip, Trip, and Fall Prevention

Finance and Accounting

Financial Reporting
Financial Reporting : Accuracy in Financial Reporting
Financial Reporting : Internal Controls Over Financial Reporting
Financial Reporting : Reliability in Financial Reporting
Financial Reporting : Whistleblowing
The Sarbanes-Oxley Act
The Sarbanes-Oxley Act : An Auditors Viewpoint
The Sarbanes-Oxley Act : An Overview
The Sarbanes-Oxley Act : Impact on the Financial Industry
The Sarbanes-Oxley Act : The Executive Viewpoint
The Sarbanes-Oxley Act : The Executive Viewpoint (Spot)

Government Contracting

FAR and Federal Contracts Rules
FAR and Federal Contracts Rules : Security
FAR and Federal Contracts Rules : Accurate Labor Reporting
FAR and Federal Contracts Rules : Conflicts
Federal Acquisition Regulation : An Overview
Federal Acquisition Regulation : Organizational and Consultant Conflicts of Interest
Federal Acquisition Regulation (FAR)
Federal Acquisition Regulation : Procurement Integrity
Federal Acquisition Regulation : Truth in Negotiations Act (TINA)

Industry Specific

Privacy Laws and Practices: Applying the Gramm-Leach-Bliley Act to the Insurance Industry
New Employee Training: College and School Districts (Also available in Spanish)

International Trade

Foreign Corrupt Practices Act:
FCPA : Anti-bribery
FCPA : Accurate Books and Records
Foreign Corrupt Practices Act : Compliance, Due Diligence, and Oversight



International Trade (continued)

Foreign Corrupt Practices Act: Red Flags (Spot)
Import and Export Controls
Import and Export Controls : An Overview of Export Controls (Compliance Snapshot)
Import and Export Controls : An Overview of Import Controls (Compliance Snapshot)
Import and Export Controls : Commercial Exports (Compliance Snapshot)
Import and Export Controls : Defense Exports (Compliance Snapshot)
Import and Export Controls : Commercial Exports (Spot)

Management and Leadership

Ethics and Business Conduct
Ethics and Business Conduct for Managers
How to Hire the Right People
Leading a High-Performance Team (Spanish)
Management Basics
Managing Conflict: A Collaborative Approach
Maximizing Employee Performance
Maximizing Employee Performance (Spanish)
Meeting the Delegation Challenge
Meeting the Delegation Challenge (Spanish)
Personal Leadership Power

Personal Development

Goal Setting in the Workplace
Handling Conflict: An Employees' Guide
It's About Time (Spanish and French)
Lose The Meeting Blues (Spanish)
Managing Information Overload
Negotiation: Your Road to Success
Participating in a High Performance Team
PROACTION: Change, Innovation and Opportunity

Privacy and Data Protection

Privacy Basics
Security Awareness
Security Awareness with Privacy Principles
Responsible Social Networking
Safe Remote and Mobile Computing
HIPPA for Covered Entities
HIPPA for Business Associates
Identity Theft Red Flags
Medical Red Flags for Clinical
Medical Red Flags for Non-Clinical
PCI Awareness
Information Security and Privacy: Information Security (Spot)



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