



Thrive offers a variety of eLearning libraries to help you and your people stay compliant, build leadership and professional skills, and yes even generate more revenue.



LEADERSHIP FUNDAMENTALS

Awareness of self and others

- Role of a leader
- Leadership traits
- Leadership styles
- Developing self-awareness
- Effective communication
- Effective listening
- Emotional intelligence
- Building trust & credibility

Leading Individuals

- Performance management overview
- Motivating employees
- Coaching and feedback
- Mentorship
- Managing ineffective performers
- Performance reviews
- Time management
- Multi-tasking

Leading Teams

- Cultural sensitivities
- Inclusive leadership
- Multi-generational teams
- Collaboration
- Conflict resolution
- Developing your team
- Problem solving
- Holding your team accountable
- Team building & managing dysfunction
- Project management foundations

Operational Skill-building

- Vision, mission, values
- Balanced scorecard
- Annual planning
- Building a Budget
- Political savvy
- Adaptability
- Assessing leader readiness
- Your leadership story

Ongoing Development

- Leadership strategies for women
- Integrity
- Stress management
- Thinking and acting strategically
- Behavioral interviewing
- Cultivating thought leadership
- Change and influence



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NEW PROFESSIONALS



Professionalism

- Style basics quiz
- Professional wardrobe article
- Respect for others video
- Cultural expectations video
- Individual/organizational expectations article
- Dress for success sim

Personal Responsibility

- Personal/professional Responsibilities quiz
- Minimizing distractions video
- Good habits article
- Time management eLearning

Communication

- Crafting messages article
- Formal/Informal Communication article
- Communication standards video
- Communication styles article
- Communication channels eLearning
- Email communication

Meeting Etiquette

- Meeting etiquette article
- Meeting purpose video
- Effective meetings sim
- Effective notetaking article

Working with Others

- Political missteps video
- Apologizing article
- Effective listening eLearning
- Respond to conflict eLearning
- Leadership styles article
- Workplace stress video
- Responding to stress article

Professional Relationships

- Networking styles quiz
- Tips for networking article
- Networking sim
- Professional mentors eLearning

Positioning Ideas

- Making decisions article
- Positioning ideas video
- Creating a presentation article
- Presentation checklist
- Change & influence eLearning
- Influence in organizations video
- Channels of influence article

Personal Brand

- Personal brand/reputation video
- Creating Your elevator Pitch article



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EH+S

**Environmental Health
& Safety Introduction**

Personal Safety

- Slips, trips, and falls
- Ergonomic hazards
- Bloodborne pathogens
- General PPE
- First aid
- Hearing protection
- Eye & face protection
- Respiratory protection
- Facts about coronavirus
- COVID-19: returning to work

Emergency Response

- Emergency action plan
- Evacuation plan
- Fire safety
- Fire extinguishers
- Hierarchy of controls

Environmental Safety

- Sustainable materials management
- Spills and spill response
- Hazardous waste
- Stormwater pollution Prevention plan (SWPPP)

Materials/Chemical Safety

- Hazard communication
- Material handling
- Toxic substances

Foundational

- OSHA and workers' rights
- General office safety
- General warehouse safety

Warehouse Equipment Safety

- Electrical hazards for unqualified employees
- Powered equipment
- Non-powered equipment
- Powered industrial truck (PIT) awareness
- PIT for drivers
- 5S – organization and safety
- Lockout tagout (LOTO) affected
- Heat stress
- Confined spaces
- LOTO authorized
- Signs and tags
- Machine guarding
- Fall protection
- Sanitation
- Hot work
- Racks/stacking



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HR Compliance Training

HR Compliance

- Standard policies and procedures
- Drug free workplace
- Sexual harassment
- Data protection
- Conflicts of interest

Workplace Violence

- Anti-bullying
- Violence in the workplace
- Active shooter

Anti-Discrimination

- Diversity, equity, & inclusion
- Respect in the workplace
- Implicit bias
- Title IX
- ADA

Workplace Injury Prevention

- General office safety
- General warehouse safety
- Ergonomics
- PPE
- Slips trips falls
- First aid
- BBP

Workplace Etiquette

- Business ethics
- COVID returning to the workplace
- Virtual Meeting Tips & Etiquette
- Appropriate email use
- Appropriate social media use

Circumstantial

- FMLA
- COBRA

HR Compliance for Leaders

- Employment at will
- HIPAA
- Wage hours and guidelines
- Addressing leaves
- Religious accommodations
- Managing diversity
- Workers comp
- Youth labor laws
- Title VII
- Managing individuals with disabilities
- Equal pay act
- Wage garnishment
- Drug test laws
- American disabilities act
- Preventing Violence in the workplace
- COVID Leading the return to work