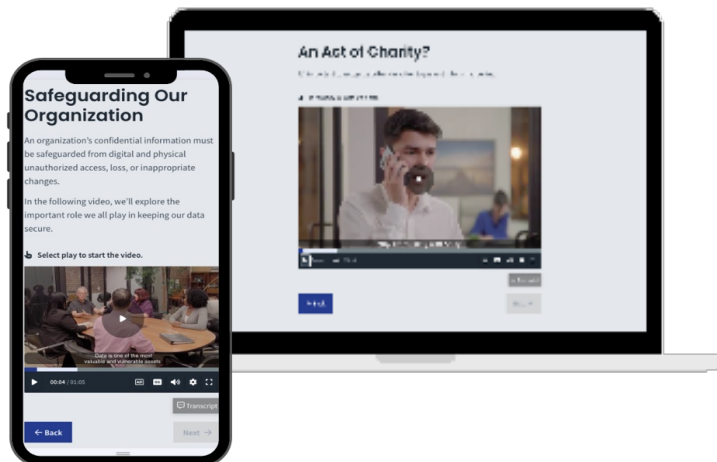# EVERFI®

Workplace Ethics:
Our Code of Conduct

Modern, flexible, just-in-time training for the ethical issues facing your workplace today.

Help your organization's code of conduct truly stick with employees

Codes of conduct communicate vital company policies and legal obligations. But simply reading an organization's Code once a year doesn't often "stick" for employees. Just-in-time training that includes realistic work situations, engaging video scenarios, and practice exercises helps employees understand what to do the moment they are faced with a risky situation.
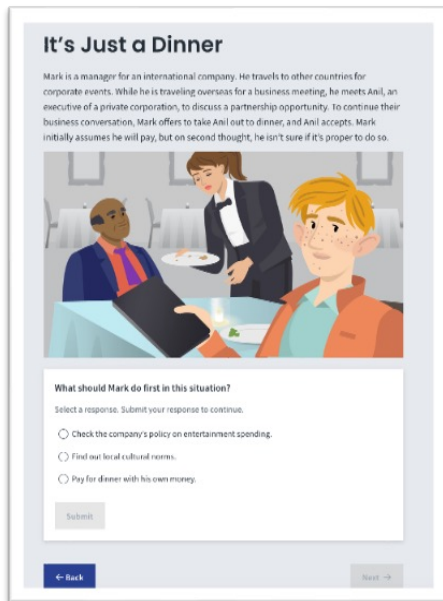
OUR TRAINING SOLUTION

This comprehensive course educates your employees on how to abide by your organization's ethical guidelines with every business interaction. Our flexible, bite-sized modules enable you to select the specific topics you want to train on, so you can align the course to your priorities. Provide just-in-time training by assigning different topic modules to employees with ease.

Topics include:

- What is code of conduct?
- Conflicts of interest
- Protecting company information
- Exports and imports compliance
- Bribery and corruption
- Gifts, meals, and entertainment
- Money laundering
- Competition and antitrust
- Insider trading

SOLUTION DETAILS & BENEFITS

It's Just a Dinner

Mark is a manager for an international company. He travels to other countries for corporate events. While he is traveling overseas for a business meeting, he meets Anil, an executive of a private corporation, to discuss a partnership opportunity. To continue their business conversation, Mark offers to take Anil out to dinner, and Anil accepts. Mark initially assumes he will pay, but on second thought, he isn't sure if it's proper to do so.

What should Mark do first in this situation?

Select a response. Submit your response to continue.

○ Check the company's policy on entertainment spending.
○ Find out local cultural norms.
○ Pay for dinner with his own money.

[Submit]

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Configurable
Build a branded experience and ensure content resonates with employees

Mobile First
Employees can take the course wherever, whenever

Analytics & Reporting
Easily track employee progress and completion data, and learn about employee perspectives & experiences

Streamlined Administration
Save time by automatically assigning courses and sending email reminders to your workforce

IMPROVED LEARNER EXPERIENCE

The Code of Conduct course is built on the latest platform technology, modularized content that can be deployed in different ways, and offers a streamlined, consistent experience for learners and admins.

TAILORED TO YOUR ORGANIZATION'S UNIQUE NEEDS

Multiple points of customization, including:

- Client logo
- Welcome page & video
- Custom content pages
- Policy acknowledgement
- Closing page & video

- Additional course modifications available to add or remove content*

*Denotes additional cost

Course Details

- **Format:** Online training with interactive scenarios and videos
- **Audience:** All employees
- **Seat time:** 45 minutes
- **Languages:** English, Chinese Simplified (Mandarin), Chinese Traditional (Mandarin), Spanish (Latin America), French (Canada)

EVERFI®

EVERFI, LLC is the leading education technology company that provides real-world education to learners of all ages through innovative and scalable digital learning.

Learn more at everfi.com