



RespectEdu for Supervisors: Preventing Harassment & Discrimination equips learners with essential tools to identify, prevent, and address workplace harassment. Through engaging narratives and real-world scenarios, this comprehensive course demonstrates how various forms of harassment impact individuals and organizations, while clarifying the rights and responsibilities of all employees in creating a safe, respectful workplace. Participants explore sexual harassment, workplace bullying, bystander intervention, and protection against retaliation through memorable case studies that illustrate the personal, professional, and institutional consequences of misconduct.

Fulfilling **Illinois'** requirements for supervisors, this learning experience emphasizes the critical role of proactive reporting and intervention—even when the type of misconduct is unclear—while providing practical tools for fostering a positive workplace culture. Special attention is given to supervisory responsibilities, compliance with **Illinois** laws, documentation requirements, and response protocols.

Module 1: Pre-Test

Module 2: Introduction: Harassment Prevention in Illinois Workplaces

This introduction highlights supervisors' duty to lead by example and foster an environment of safety and respect. It emphasizes that harassment and discrimination are cultural problems that thrive in silence, and that Illinois law requires supervisors to take proactive measures. Supervisors will learn why prevention is both a leadership responsibility and a legal obligation.

Learning Objectives

1. Recognize the supervisor's role in prevention and accountability.
2. Understand how harassment can develop in permissive environments.
3. Commit to daily prevention practices aligned with Illinois requirements.

Course Map & Custom Content Configurations

- Introduction
- *Custom Content Option*
- Everyday Safety
- *Custom Content Option*

Compliance Documentation

- Title VII of the Civil Rights Act of 1964
- Illinois Human Rights Act (775 ILCS 5/2-101)
- Illinois Department of Human Rights (IDHR) Guidance

Module 3: What Constitutes Sexual Harassment

This module defines sexual harassment as unlawful sex discrimination under both Title VII and the Illinois Human Rights Act, covering quid pro quo and hostile work environment harassment. Participants learn that harassment is unlawful regardless of location or who is involved, and that anyone can be a target or perpetrator regardless of gender. The training emphasizes Illinois's specific legal protections while teaching employers' duty to prevent harassment and prohibit retaliation.

Learning Objectives

1. Define sexual harassment under federal and Illinois law.
2. Identify quid pro quo and hostile work environment harassment in workplace scenarios.
3. Recognize anyone can be harasser or target regardless of gender or position.

Course Map & Custom Content Configurations

- What Constitutes Sexual Harassment?
- *Custom Content Option*
- Relax!
- Knowing Better, Doing Better
- What is Sexual Harassment? Part 1
- Title VII
- Elena
- Federal Protections
- You're Okay, Right?
- Mateo
- Lee's Tenure
- Lee's Real Case
- What is Sexual Harassment? Part 2
- Effects of Harassment & Discrimination
- Let's Do Better
- *Custom Content Option*

Compliance Documentation

- Title VII of the Civil Rights Act of 1964
- The Equal Pay Act of 1963 (EPA)
- The Age Discrimination in Employment Act of 1967 (ADEA)
- The Pregnancy Discrimination Act of 1978
- Pregnant Workers Fairness Act of 2022 (PWFA)
- Providing Urgent Maternal Protections for Nursing Mothers Act of 2022 (PUMP Act)
- Americans with Disabilities Act of 1990 (ADA)
- Genetic Information Nondiscrimination Act of 2008 (GINA)
- *Trans World Airlines Inc. v. Hardison* (1977)
- *Groff v. DeJoy* (2023)
- Illinois Human Rights Act
775 Illinois Compiled Statutes Section 5/2-101(E)

Module 4: Responding to Harassment

This module teaches employees how to effectively respond to workplace harassment through proper documentation, immediate reporting, and bystander intervention techniques. Participants learn the "Five Ds" of intervention (Direct, Distract, Delegate, Delay, Document) and understand their legal rights under both federal and Illinois state law. The training emphasizes Illinois's specific reporting process through the IDHR and that creating a reporting culture protects everyone while supervisors have legal duties to respond promptly to harassment complaints.

Learning Objectives

1. Document harassment incidents thoroughly including dates, witnesses, and evidence for proper reporting.
2. Report harassment immediately through proper channels according to institutional harassment prevention policies.
3. Use bystander intervention techniques to safely interrupt harassment and support affected colleagues.

Course Map & Custom Content Configurations

- Responding to Harassment
- *Custom Content Option*
- Bad Press
- Bad Press?
- By the Numbers
- Creating a Reporting Culture
- Reporting Harassment
- Pearl & Terry (PUMP Act Case)
- Pearl's Real Case
- Oslo & Brennan (Bullying vs Harassment)
- Bullying: The Spectrum of Violence
- Bystander Intervention at Work
- Our Barriers to Intervention
- How to Use the Five Ds of Intervention
- Erica's Intervention
- *Custom Content Option*

Compliance Documentation

- Title VII of the Civil Rights Act of 1964
- Providing Urgent Maternal Protections for Nursing Mothers Act of 2022 (PUMP Act)
- Equal Employment Opportunity Commission (EEOC) enforcement procedures
- Illinois Department of Human Rights (IDHR) complaint procedures
- Illinois Human Rights Commission enforcement procedures



Module 5: Retaliation

This module defines retaliation as any conduct that might deter reasonable people from reporting harassment, emphasizing that retaliation charges make up over 50% of all EEOC complaints since 2018. Participants learn to recognize various forms of retaliation including poor performance evaluations, reduced hours, transfers to less desirable positions, and increased scrutiny from supervisors or coworkers. The training stresses that retaliation is illegal under both federal and Illinois state law and creates major barriers to reporting misconduct, requiring supervisors to carefully document employment decisions and ensure actions are not motivated by protected activities.

Learning Objectives

1. Define retaliation as unlawful conduct that deters reasonable persons from reporting harassment.
2. Identify various forms of retaliation including demotion, negative evaluations, and workplace exclusion.
3. Understand legal protections for employees who report harassment or participate in investigations.

Course Map & Custom Content Configurations

- Retaliation
- *Custom Content Option*
- Access Denied (Ms. Ebert Scenario)
- What is Retaliation?
- What Does Retaliation Look Like?
- Your Duty to Report
- Ms. Ebert's Reporting
- Who Can Be Retaliated Against
- Next Steps
- Conclusion
- Going Forward
- *Custom Content Option*

Compliance Documentation

- Title VII of the Civil Rights Act of 1964
- Equal Employment Opportunity Commission (EEOC) enforcement procedures
- Illinois Department of Human Rights (IDHR) complaint procedures
- Illinois Human Rights Commission enforcement procedures

Module 6: Quiz