Human Rights Awareness Training Design Document

Business Purpose	The purpose of this training is for the employees of Company X to provide an overview of the company's position of Human Rights, its importance to the business, and their approach to managing potential Human Rights issues.
Target Audience	This training is for all employees of Corporation X. Employees are Distributed across the U.S.
Training Time	Approximately 45 minutes
Training Recommendation	I recommend an e-Learning module due to target audience being employees who live across the U.S. (different time zones). I recommend a Level 2 e-learning training course. This allows for self-paced training that is engaging for the learner, allowing the information to be retained.
Deliverables	1 e-learning course (Storyline) 1 Storyboard
Learning Objectives	1. Define "human rights" and identify who is impacted by human rights issues at our company 2. Identify potential human rights issues facing oil and gas operations 3. Name why human rights is important to you, our company and other stakeholders 4. Identify the company processes in place to manage human rights issues 5. Locate internal and external resources available to help you effectively manage human rights issues that may arise in your work.
Training Outline	**Welcome** -voiceover welcome message -learner can choose between starting the course or going to navigation screen **Navigation of the Course** -voiceover of navigation tools available to the learner **Our Company's Position** -voiceover the company's position **Lesson Objectives** -voiceover lesson objectives **What are Human Rights?**

-voiceover definition of Human Rights

Who can be Impacted?

-voiceover of who can be impacted at a company

Why do Human Rights Matter to Us?

-voiceover of why Human Rights matters to Corporation X

-Business Objective layer (voiceover Company X's business objectives)

Knowledge Check- (pick many)

- present learner with a quick knowledge check to keep engagement

What are Human Rights?

-present learner with 3 categories of Human Rights

- Economic, social, and cultural
- Civil and political
- Workplace

-3 layers (each layer explaining a category of Human rights)

Human Rights and the Workplace

- Scenario "Marissa's Story"- see two scenarios of Marissa talking to her union rep and her boss regarding differences in pay between herself and a male co-worker

Examples of Human Rights Issues

-present learner with examples of human rights in the workplace, in the community, and in the government

Knowledge Checks (2)

- 2 knowledge checks to see what information the learner has retained

-feedback provided for answers selected

-multiple choice freeform questions

Who is Responsible?

-learner will be presented with information of who is responsible (government and companies) for upholding Human Rights

How do we manage Human Rights Issues?

-learner is presented with information of how Corporation X manages Human Rights Issues

-3 layers

- policies, positions, and principles
- integration and implementation
- internal and external communications

	Quiz -5 questions to evaluate learner retention of information -80% to pass **Conclusion** -restate lesson objectives -thank learners for taking course
Evaluation Plan	Learners will be evaluated with 5 questions (80% to pass) to determine if they have mastered the learning objectives.