




Course 01 - Employment Law

Curriculum

- Module 01: Basics of Employment Law
- Module 02: Legal Recruitment Process
- Module 03: Employment Contract
- Module 04: Disciplinary Procedure
- Module 05: National Minimum Wage & Equal Payment
- Module 06: Rights During Employment
- Module 07: Discrimination in the Workplace
- Module 08: Health & Safety at Work
- Module 09: Collective Rights
- Module 10: Termination of Employment

Course 02 - GDPR

Curriculum

- Module 01: Introduction to GDPR
 - Module 02: Principles of GDPR
 - Module 03: Lawful Basis for Processing
 - Module 04: Rights of Data Subject
 - Module 05: Data Controller and Data Processor
 - Module 06: Data Protection
 - Module 07: Security of Data
 - Module 08: Data Breaches
 - Module 09: Workplace and GDPR
 - Module 10: Transferring Data Outside of EEA
 - Module 11: Exemptions
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Course 03 - Commercial Law

Curriculum

- Module 01: Introduction to Commercial Law
- Module 02: Introduction to Parties
- Module 03: Agency
- Module 04: Relation Between a Principal and Agent
- Module 05: Sale of Goods
- Module 06: Ownership
- Module 07: Distance Selling and Electronic Commerce
- Module 08: International Sale of Goods
- Module 09: Standard Trade Terms
- Module 10: Vienna Convention on The international Sale of Goods 1980 (CISG)
- Module 11: Payment, Delivery and Acceptance
- Module 12: Carriage of Goods by Sea
- Module 13: Risk and Liability
- Module 14: Product Liability under Consumer Protection Act 1987
- Module 15: Consumer Protection from Unfair Trading Regulation 2008
- Module 16: Remedies
- Module 17: Commercial Mediation , Conciliation and Arbitration
- Module 18: Commercial Conflict Of Laws

Course 04: Compliance Management

Curriculum

- Module 1 Introduction to Compliance Management
 - Module 2 The Basic Elements of Compliance
 - Module 3 Structure of Compliance Management System (CMS)
 - Module 4 Compliance Audit in England
 - Module 5 Compliance And Ethics
 - Module 6 Compliance Risk
 - Module 7 Classification of Risk
 - Module 8 Introduction to Risk Management
 - Module 9 Risk Management Process
 - Module 10 Penalties for Noncompliance
 - Module 11 Tax Compliance
 - Module 12 IT Monitoring And Interception
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Course 05: Operational Risk Management (ORM)

Curriculum

- Module 1: Introduction to Operational Risk Management (ORM)
- Module 2: Risk Identification and Assessment
- Module 3: Risk Measurement and Quantification
- Module 4: Risk Mitigation Strategies
- Module 5: Loss Prediction, Prevention, and Control
- Module 6: Risk Financing and Risk Transfer
- Module 7: Emerging Risks and Industry-Specific Considerations
- Module 8: Operational Risk Measurement Framework
- Module 9: Risk Reporting and Communication
- Module 10: Case Studies and Practical Applications

Course 06: Enterprise Risk Management and ISO 31000

Curriculum

- Module 01: Introduction to Risk Management
 - Module 02: Classification of Risk
 - Module 03: Eight Principles of Risk Management (ISO 31000:2018)
 - Module 04: Enterprise Risk Management (ERM)
 - Module 05: The ERM Process: Step by Step
 - Module 06: Managing Financial Risks
 - Module 07: The Fundamentals of Operational Risk Management
 - Module 08: Managing Technology Risks
 - Module 09: Managing Legal & Political Risk
 - Module 10: Environmental Risk Assessment
 - Module 11: Social Risk Assessment
 - Module 12: Quantitative Measurements of Risk
 - Module 13: Enterprise Risk Management in Projects: Step by Step
 - Module 14: Developing and Implementing a Risk Management Framework
 - Module 15: ERM Case Studies
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Course 07: Company Law

Curriculum

- Module 1: Introduction to Company Law
- Module 2: Formation and Incorporation of a Company
- Module 3: Capital and Financing
- Module 4: Management and Administration
- Module 5: Company Contracts and External Relations
- Module 6: Accounts and Audit
- Module 7: Minority Protection and Majority Rule
- Module 8: Mergers, Acquisitions, and Corporate Restructuring
- Module 9: Winding Up and Liquidation
- Module 10: Emerging Issues in Company Law

Course 08: Workplace Conflict Management

Curriculum

- Module 1 Fundamentals of Introduction to Conflict Management
 - Module 2 Understanding the Dimension of Conflict
 - Module 3 Preventing Conflict
 - Module 4 Strategies for Communication
 - Module 5 Association of Personality Type and Conflict in Workplace
 - Module 6 Understand the Art of Body Language
 - Module 7 The Conflict Management Strategy
 - Module 8 Techniques for Handling Conflicts in Various Circumstances
 - Module 9 Patching Things up
 - Module 10 Maintaining a Positive Workplace Culture for Sustainability
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Course 09: Workplace Confidentiality Training

Curriculum

- Module 1: Introduction to Workplace Confidentiality
- Module 2: Confidentiality and Business Etiquettes
- Module 3: Confidentiality with Colleagues at Workplace
- Module 4: Preventing Confidentiality Breach at Workplace
- Module 5: Protecting Confidential Workplace Information
- Module 6: Confidentiality as a Business Priority
- Module 7: Organisational Responsibilities Regarding Confidentiality
- Module 8: UK Government Legislations Regarding Workplace Confidentiality
- Module 9: International Standards Regarding Workplace Confidentiality
- Module 10: The Future of Workplace Confidentiality

Course 10: Workplace Health & Safety

Curriculum

- Module 1 Fundamentals of Workplace Health and Safety
 - Module 2 Workplace Health and Safety Policy
 - Module 3 Risk Assessment in the Workplace
 - Module 4 The Prevention of Work-Related Accidents and Injuries
 - Module 5 Ensuring an Ergonomic Workstation
 - Module 6 Working Alone
 - Module 7 What Are the First Aid Requirement Policy
 - Module 8 Providing a Safe and Healthy Work Environment
 - Module 9 Workplace Stress Management
 - Module 10 Systematic Management of Workplace Health and Safety
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Course 11: HSE Working at Heights Safety

Curriculum

Module 1: Introduction to Working at Heights
Module 2: The Work at Height Regulations
Module 3: Responsibilities of Duty Holders and Employers
Module 4: Risk Assessment and Prevention
Module 5: Work at Height Equipment
Module 6: Fall Protection and Prevention
Module 7: Safe Use of Platforms and Aerial Lifts
Module 8: Fire Safety and Emergency Preparedness
Module 9: Incident Reporting and Investigation
Module 10: Special Considerations for Working at Heights

Course 12: HSE Ladder Safety Training

Curriculum

Module 1: Introduction to Ladder Safety
Module 2: Ladder Classifications and Uses
Module 3: Pre-use Safety Inspections and Risk Assessment
Module 4: Setting Up and Safe Use of Ladders
Module 5: Placement Considerations and Securing a Ladder
Module 6: Emergency Situations and Ladder Safety Training

Course 13: American Contract Law

Curriculum

- Module 1: Introduction to Contract Law
 - Module 2: Contract Formation
 - Module 3: Contract Enforceability
 - Module 4: Contract Interpretation
 - Module 5: Contract Performance
 - Module 6: Contract Defenses
 - Module 7: Contract Remedies
 - Module 8: Third-Party Rights
 - Module 9: Guide to Write a Contract
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