Canopy Programs® by United Educators

Award-Winning Online Training for Higher Education

UE United Educators®

United Educators' (UE's) award-winning online training is available to non-UE member institutions through Canopy Programs.

Our courses are:

- Designed exclusively for education

- Data-driven and based on actual incidents

- Section 508/WCAG 2.0 compliant

- Compatible with all devices

35+	2.5M+	1M+	1.1K+	70+
years in education	completions	learners	institutions	courses

Table of Contents

Administering Our Platform

Accessibility Pledge

We are champions of universal design and pledge to create immersive, inclusive learning experiences. Our platform and courses undergo rigorous accessibility review and Voluntary Product Accessibility Templates (VPATs) are available upon request for most courses in our collection.

User Management

Training administrators (TAs) have multiple tools and features at their disposal. Easily manage users with these online self-service capabilities:

- Manage user accounts.
- Add notes to learner profiles.
- Send direct messages to individuals or groups of learners.
- Track completions.

If TAs need further support, our team of Implementation Specialists is available to answer your questions.

Reporting

Our robust reporting capabilities include:

- 24/7 reporting on demand
- CSV or XLS export capabilities
- Scheduled reports delivered to your inbox
- Automation and integrations available

Learner Support

Learners have access to self-help articles and can get assistance anytime via chat, email, or phone.

Hosting Options

Tailored UE-Hosted Learning Portal

Personalize your training experience by tailoring our platform to your institution. This can include:

- Adding logo(s) and graphics
- Adding links to policies, procedures, and other information
- Sharing messages from institutional leaders
- Sharing details for compliance with state requirements
- Single sign-on

Course Licensing

Do you have your own learning management system (LMS)? Centralize your training efforts by licensing our courses for use on your institution's learning platform.

Benefits include:

- Fewer login credentials to remember
- No additional training platform to learn
- Manage learner details and completion data for all training in one location

Contact **canopy@ue.org** for more information on any of these items.
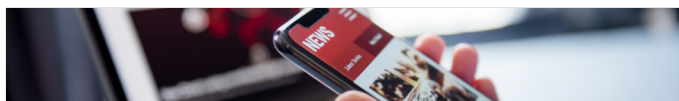
What Courses Are Available?

Athletics

Concussion Awareness Collection

Youth Athletics Collection

Compliance

FERPA: Protecting Student Privacy

HIPAA: Protecting Patient Privacy Collection

Protecting Payment Card Information

Understanding the Clery Act

Crisis Management

Crisis Within: Preparing Your Institution's Response

Targeted Campus Violence: Recognize the Warning Signs Collection

Diversity, Inclusion, and Accessibility

Accommodating Student Disabilities Collection

Diversity, Equity, and Inclusion Collection

Health and Well-Being

Alcohol and Drug Awareness Collection

Bloodborne Pathogens: Protecting Yourself on Campus

Healthy Relationships

Recognize and Prevent Hazing

Show Some Respect! Prevent Harassment

Student Mental Health Collection

Teaching Science Safely

Your Campus and COVID-19: The Road Back Collection

Sexual Assault and Misconduct

Protecting Children Collection

Title IX Collection

Trust Betrayed: Safeguarding Your Students From Sexual Predators

Study Abroad

Study Away Programs

The Workplace

Avoiding Conflicts of Interest

Avoiding Supervisory Pitfalls

Contracting Fundamentals

Data Security Collection

Mosaic: Prevent Discrimination and Harassment Together

Red Flags: Preventing Identity Theft

Slips, Trips, and Falls Collection

Workplace Harassment Prevention Collection

Transportation Safety

Transportation Safety Collection

Athletics

Concussion Awareness Collection

Responding appropriately to concussions is a critical component of keeping athletes safe. This course collection takes a narrative approach to educate coaches, athletic staff, and student-athletes on how to recognize and respond to the symptoms of concussions.

Concussion Awareness (Athletic Staff)

🕐 **30 minutes**   🔍 **Faculty and Staff**

Concussion Awareness (Athletes)

🕐 **30 minutes**   🔍 **Students**

Youth Athletics Collection

School sports provide an enriching experience to complement students' academic learning. The large number of students participating in athletic programs calls for growing attention to player safety. This course collection will help students, parents, and coaches recognize and respond to common hazards in sports programs including concussions and heat illness.

Concussion Recognition & Response

🕐 **20 minutes**

🔍 **Faculty, Staff, and Students**

Heat Illness Prevention

🕐 **20 minutes**

🔍 **Faculty, Staff, and Students**

**Youth Athletics:
Concussion Recognition
& Response**

Compliance

FERPA: Protecting Student Privacy

Learn when and when not to release student records to avoid violations of the Family Educational Rights and Privacy Act (FERPA), a federal law that protects the privacy of student educational records.

- 🕐 **15 minutes**
- 👥 **Faculty, Staff, and Students**
- ✓ **Available in Spanish**

All educational institutions that receive federal funding must comply with this law.

HIPAA: Protecting Patient Privacy Collection

Federal law requires Health Insurance Portability and Accountability Act (HIPAA) training for individuals who have access to Protected Health Information (PHI). This course provides institutions with a centralized and consistent solution for educating students and employees with access to PHI.

HIPAA: Protecting Patient Privacy (Students)

- 🕐 **25 minutes**
- 👥 **Students**

HIPAA: Protecting Patient Privacy (Employees)

- 🕐 **25 minutes**
- 👥 **Faculty and Staff**

The Health Insurance Portability and Accountability Act, or **HIPAA**, is a 1996 federal law that regulates the privacy and security of medical information. HIPAA gives patients a number of rights regarding how that information can be disclosed, shared, or transmitted.

Compliance

"

I love being able to do this training online at my desk, when it fits my schedule. That is such a big gift, and I am grateful that it minimizes disruption to my workflow and responsibilities."

Protecting Payment Card Information

Employees learn common risks associated with handling payment card information and how to avoid unauthorized disclosures. It is an element of required annual compliance training as called for by the payment card industry data security standard (PCI DSS).

🕐 **30 minutes**

🔍 **Faculty and Staff**

PCI

Understanding the Clery Act

Provide employees with a short overview of the Clery Act, examine how it works, and how it helps make campuses safer.

🕐 **15 minutes**

🔍 **Faculty and Staff**

✓ **Available in Spanish**

Clery Act

Crisis Management

Crisis Within: Preparing Your Institution's Response

Train your behavioral assessment and intervention team to compose an effective crisis response plan, test through simulations, and train others on practices for responding to a crisis.

🕐 **20 minutes**

👥 **Faculty and Staff**

Targeted Campus Violence: Recognize the Warning Signs Collection

Acts of targeted violence, especially those motivated by biases against other groups, are occurring at an increasing rate on campuses nationwide. With courses for students and employees, this collection is designed to help prevent attacks before they get past the planning stage.

Targeted Campus Violence: Recognize the Warning Signs (Employees)

🕐 **30 minutes**

👥 **Faculty and Staff**

Targeted Campus Violence: Recognize the Warning Signs (Students)

Bronze Stevie® Award winner

🕐 **30 minutes**

👥 **Students**

Diversity, Inclusion, and Accessibility

Accommodating Student Disabilities Collection

This course collection will educate employees on the history of the Americans with Disabilities Act (ADA) and provide strategies for effectively teaching students with disabilities.

Accommodating Students With Disabilities

🕐 15 minutes

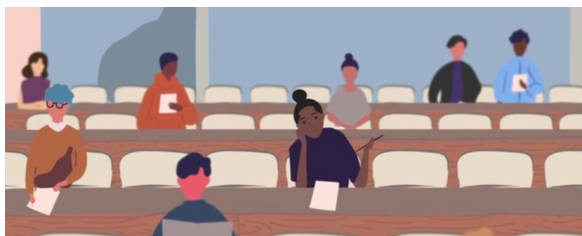👥 Faculty and Staff

Creating Accessible Digital Materials

Gold Stevie® Award winner

🕐 30 minutes

👥 Faculty and Staff

Diversity, Equity, and Inclusion Collection **Globee® Award winner**

The need for diversity, equity, and inclusion on our campuses has, perhaps, never been so self-evident. "Social justice" is no longer just a rallying cry; instead, it's one of the crucial measures by which institutions are judged. This course collection doesn't attempt to assign blame, but rather seeks to encourage dialogue and understanding between different races, religions, ages, gender identities, and differently abled employees at your institution.

Committing to Diversity, Equity, and Inclusion (Faculty and Staff)

🕐 25 minutes

👥 Faculty and Staff

✔ Available in Spanish

Committing to Diversity, Equity, and Inclusion (Supervisors)

🕐 25 minutes

👥 Supervisors

✔ Available in Spanish

Committing to Diversity, Equity, and Inclusion (Students)

Silver Stevie® Award winner

🕐 25 minutes

👥 Students

✔ Available in Spanish

Health and Well-Being

Alcohol and Drug Awareness Collection

Misuse of alcohol and drugs can have a wide range of serious consequences, including academic failure, injury, and death. The Centers for Disease Control and Prevention has recently stated that almost 70% of drug overdose deaths involved opioids. This course collection emphasizes a harm-reduction approach that teaches students ways to use alcohol responsibly and informs them of the misconceptions and dangers associated with the illicit use of opioids.

Alcohol: Know Your Limit

🕐 **30 minutes**

👥 **Students**

Opioids: What You Need to Know

🕐 **20 minutes**

👥 **Students**

In this brief course, you'll learn about:
- The scope of the opioid problem and how it might affect you
- Risks of accidental overdose (OD) and addiction
- Debunking common opioid misconceptions
- How you can help yourself or others

Bloodborne Pathogens: Protecting Yourself on Campus

Protecting your employees from the dangers of bloodborne pathogens is critical. This course addresses common hazards, personal protective equipment (PPE), and proper cleanup procedures.

🕐 **60 minutes**

👥 **Faculty and Staff**

- Spill
- Scene control
- Spill source management
- Cleanup

> " The message was clearly communicated and gave the student many opportunities to practice handling situations."

Health and Well-Being

Healthy Relationships

Identify characteristics of healthy and unhealthy relationships and know how to respond to an abusive relationship.

🕐 **40 minutes**

🔍 **Students**

Healthy Relationships And Dating Violence

Recognize and Prevent Hazing

Help students understand how to recognize and respond to incidents of hazing, and how to find your institution's hazing policies.

🕐 **20 minutes**

🔍 **Students**

Click each image to learn more about hazing behaviors.

Show Some Respect! Prevent Harassment

Using a social networking theme and reality-based stories, this course guides students on methods to recognize and address harassing behavior, whether it's targeted at them or another person.

🕐 **30 minutes**

🔍 **Students**

Show Some Respect! Prevent Harassment

Health and Well-Being

Student Mental Health Collection

About 40% of current higher ed students will suffer a significant mental health issue, one reason why institution leaders revealed in a recent survey that student mental health is their top concern. "Mental Well-Being in College: A Guide" covers common types of mental health issues and teaches students how to recognize when someone is struggling and ways to find help. "Fostering Student Mental Health" helps faculty and staff identify mental health issues and know how to connect students with the appropriate resources.

Mental Well-Being in College: A Guide

- 30 minutes
- Students
- Available in Spanish

Fostering Student Mental Health

- 30 minutes
- Faculty and Staff
- Available in Spanish

Teaching Science Safely

Careless handling of materials and equipment in the science laboratory can have serious, even deadly, consequences. This course helps institutions manage and reduce risks by establishing comprehensive lab safety policies.

- 60 minutes
- Faculty and Staff

Teaching Science Safely

Health and Well-Being

Your Campus and COVID-19: The Road Back Collection   `Globee® Award winner`

This collection explores some of the challenges associated with, and strategies for approaching, reopening colleges and universities during the COVID-19 pandemic.

Your Campus and COVID-19: The Road Back (Employees)

- 🕐 **25 minutes**
- 🔍 **Faculty and Staff**
- ✓ **Available in Spanish**

Your Campus and COVID-19: The Road Back (Students)

- 🕐 **25 minutes**
- 🔍 **Students**
- ✓ **Available in Spanish**
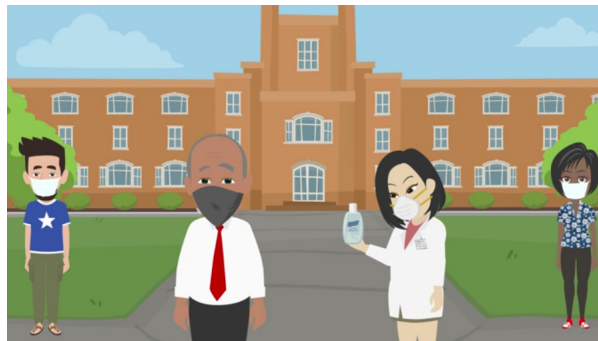
Sexual Assault and Misconduct

Protecting Children Collection

Institutions have a responsibility to protect the well-being of minors. This course collection will help faculty and staff learn how to recognize, prevent, and report sexual misconduct. It includes courses for educators and a short video for employees or volunteers that don't work directly with children.

Boundary Training for Educators

- 30 minutes
- Faculty and Staff
- Available in Spanish

Identifying and Reporting Sexual Misconduct

- 30 minutes
- Faculty and Staff
- Available in Spanish

Hiring Staff Who Work With Minors

- 30 minutes
- Supervisors

Shine a Light Video

- 10 minutes
- Faculty and Staff
- Available in Spanish

Adults, not children, are ultimately responsible for making sure that schools are safe places for all students.

Sexual Assault and Misconduct

Title IX Collection

This course collection was developed to help institutions meet training obligations under Title IX and the Violence Against Women Act (VAWA) and is meant to complement other prevention efforts at your institution.

In June 2022, the U.S. Department of Education (ED) released proposed regulations related to Title IX that will govern how educational institutions conduct inquiries into allegations of sex discrimination, including student sexual misconduct. Once they are final, our courses will be updated to reflect the new regulations.

Impressions: Preventing and Reporting Sexual Assault Gold Stevie® Award winner

🕐 **45 minutes**

👥 **Students**

✔ **Available in Spanish**

Mosaic: Prevent Sexual Violence Together

🕐 **45 minutes**

👥 **Faculty and Staff**

Lasting Choices: Preventing Sexual Assault

🕐 **30 minutes**

👥 **Students**

Lasting Choices: Preventing Sexual Assault

LASTING CHOICES

Trust Betrayed: Safeguarding Your Students From Sexual Predators
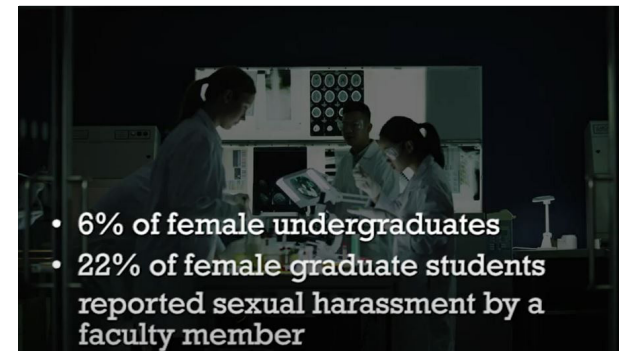
Silver Stevie® Award winner

Designed for employees, this video explores reasons serial sexual abuse can remain unexposed, how to recognize the warning signs of sexual abuse, and concrete steps for reporting incidents or suspicions.

🕐 **8 minutes**

👥 **Faculty and Staff**

- 6% of female undergraduates
- 22% of female graduate students reported sexual harassment by a faculty member

Study Abroad

Study Away Programs

Despite their brevity, short-term international programs deserve the same vetting, preparation, and planning associated with more traditional semester-long study abroad programs. This course helps institutions prepare students and staff for safe and rewarding educational experiences around the world.

🕐 **60 minutes**

🔍 **Faculty and Staff**

The Workplace

Avoiding Conflicts of Interest

Conflict-of-interest situations aren't always clear cut. Help employees recognize a conflict of interest and equip them with tools they need to avoid this trouble spot.

🕑 **15 minutes**

👥 **Faculty and Staff**

Many states have specific laws prohibiting conflicts of interest. In some cases, these apply specifically to employees at public colleges and universities.

Even if these laws do not apply to your institution, ethical behavior simply makes good sense.

Avoiding Supervisory Pitfalls

This course helps supervisors avoid unfair treatment of their direct reports, identify actions that can lead to allegations of unfair treatment, and recognize scenarios that might be construed as discriminatory.

🕑 **45 minutes**

👥 **Supervisors**

Avoiding Supervisory Pitfalls
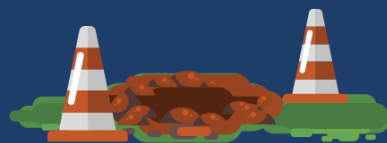
Contracting Fundamentals

Learn about the basics of contracting to help your institution properly develop and execute contracts. Using claims-based scenarios and examples, this course explores what can go wrong when poor contracting decisions are made.

🕐 **60 minutes**

👥 **Faculty and Staff**

Contracting Fundamentals

Data Security Collection `Gold Stevie® Award winner`

Equip your faculty and staff with a high-level overview of data security threats and exposures. This award-winning collection provides practical steps for institutional stakeholders to avoid data breaches.

Malware

🕐 **10 minutes**

👥 **Faculty and Staff**

Phishing

🕐 **10 minutes**

👥 **Faculty and Staff**

Mobile Devices and Third-Party Websites

🕐 **10 minutes**

👥 **Faculty and Staff**

Physical Security and Unintended Disclosures

🕐 **10 minutes**

👥 **Faculty and Staff**

Passwords

🕐 **10 minutes**

👥 **Faculty and Staff**

Mosaic: Prevent Discrimination and Harassment Together

Train employees on how to prevent workplace discrimination, retaliation, and harassment and how to recognize and respond to sexual misconduct involving students, including sexual assault, stalking, and intimate partner violence. The courses use scenarios that help learners understand their role in maintaining a safe and unbiased work environment.

Prevent Discrimination and Harassment Together (Employees)

- 40 minutes
- Faculty and Staff
- Available in Spanish

Prevent Discrimination and Harassment Together (Supervisors)

- 40 minutes
- Supervisors
- Available in Spanish

Red Flags: Preventing Identity Theft

The Federal Trade Commission's (FTC's) Red Flags Rule requires all institutions to implement an identity theft prevention program to detect the "red flags" of identity theft, take steps to prevent the crime, and mitigate damage. This course will help students and employees comply with and understand the rule.

- 30 minutes
- Faculty, Staff, and Students

Let's start by taking a quick look at the law that establishes the Red Flags Rule: the Fair and Accurate Credit Transactions Act of 2003, also called FACTA.

"
The scenarios were well done. I have had many opportunities for training in workplace harassment over the years, and I feel this was one of the best."

Slips, Trips, and Falls Collection

Slips, trips, and falls are one of the leading causes of injuries on campuses across the country. These courses offer best practices to help your employees identify potential hazards and strategies to avoid them.

Slips, Trips, and Falls: A Balancing Act

- 🕐 **20 minutes**
- 👥 **Faculty and Staff**
- ✔ **Available in Spanish**

Preventing Slips, Trips, and Falls: Keeping Your Campus Safe

- 🕐 **40 minutes**
- 👥 **Facilities, Housekeeping, and Grounds Staff**
- ✔ **Available in Spanish**
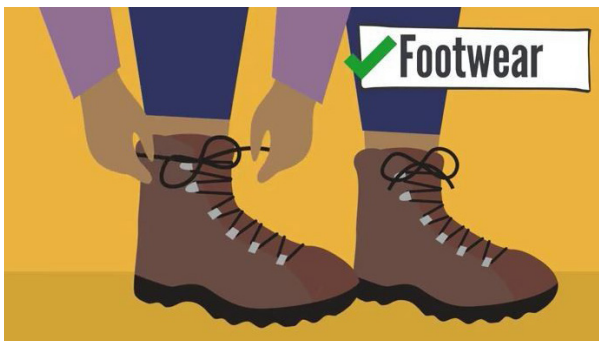
Workplace Harassment Prevention Collection

This comprehensive collection of courses addresses workplace harassment fundamentals, sexual harassment, bystander intervention, and online harassment for all employees, and includes a module specific to supervisors.

Workplace Harassment Prevention (Employees)

- 🕐 **30 minutes**
- 👥 **Faculty and Staff**

Workplace Harassment Prevention (Supervisors)

- 🕐 **20 minutes**
- 👥 **Supervisors**

Preventing Sexual Harassment

- 🕐 **20 minutes**
- 👥 **Faculty and Staff**

Bystander Intervention

- 🕐 **30 minutes**
- 👥 **Faculty and Staff**

Preventing Cyberharassment

- 🕐 **20 minutes**
- 👥 **Faculty and Staff**

Transportation Safety

Transportation Safety Collection

These courses will help all your institution's drivers identify and mitigate common risks and learn specific strategies for accident avoidance and handling emergency situations.

Driver Safety Fundamentals

Bronze Stevie® Award winner

🕐 45 minutes

🔍 Faculty, Staff, and Students

Defensive Driving Strategies: Get There Safely

🕐 15 minutes

🔍 Faculty, Staff, and Students

Passenger Van Safety

🕐 10 minutes

🔍 Faculty, Staff, and Students

Golf Cart Safety

Globee® Award winner

🕐 20 minutes

🔍 Faculty, Staff, and Students

Driver Safety

Get started today!
Visit www.ue.org/canopyprograms or contact us at canopy@ue.org.

UE United Educators®