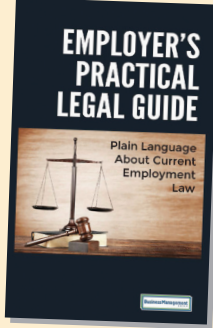


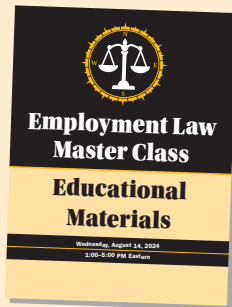
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In addition to full access to the **Employment Law Master Class**, you will receive:

➤ **Employer's Practical Legal Guide.** Newly revised! This resource steers you through the treacherous waters of hiring, firing, appraising and disciplining your employees. More than 80 checklists and self-audit questionnaires are included to help you target your company's weak spots—and correct them before you end up in court.



➤ **Educational materials tailored to each session.** We'll send the presentation slide deck ahead of time to follow along with and enhance your training.



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Employment Law Master Class



Wednesday, August 14, 2024 | 1:00–5:00 PM EST



Prevent costly, damaging employee lawsuits!

- Attorney-led training session
- A to Z legal training for HR professionals
- Practical language about current employment law
- Direct access to your instructor
- Downloadable presentation materials
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A to Z Legal Training for HR Professionals

The Supreme Court's 2024 term has vastly altered the employment law landscape for human resource professionals. Rulings on what employees must prove to win jury awards, along with new standards making it easier for whistleblowers to prove retaliation, have even the best lawyers scrambling to keep up. Plus, the repercussions of last term are still hitting.

HR professionals need to comply with sweeping changes at the federal level to overtime rules and exempt status, pregnancy accommodations, leave and nursing break laws, I-9 documentation, unionization and handbook policies. In addition, your efforts to promote diversity, equity and inclusion are under attack.

This storm of new regulations has sparked countless labor law challenges and legal issues for companies. And don't forget you still must administer leave, recruit to fill vacancies, discipline employees, prevent harassment and stay on top of trends like using AI legally.

The difference between legal counsel and human resource management has never been murkier.

How can you keep up without a law degree? With the **Employment Law Master Class**, our attorney-led training session that will review the most important HR laws, explain changes and prepare your department to comply with ever-changing rules. You'll even have the opportunity to get your questions answered by an employment law expert.

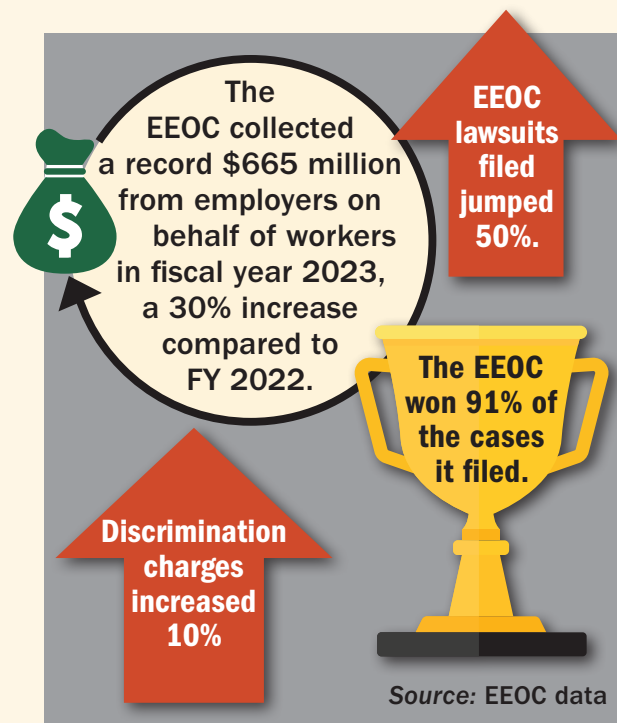
The gem of this training is the *Employer's Practical Legal Guide*, a comprehensive legal manual crafted specifically for HR. Every attendee will receive a copy before the training begins, and attorney and educator Anniken Davenport will explain changes so you can update your policies and ensure compliance. You'll be able to target your company's weak spots—and correct them before you end up in court.

Join us on August 14 for the **Employment Law Master Class**. At the end of this advanced session for HR practitioners, you'll be confident and ready to tackle the legal requirements and tricky issues before you.

Sincerely,



Phil A. Ash, Publisher



YOUR TRAINER: Anniken Davenport is an attorney and a well-known author and speaker on employment law issues. She is the editor of the *HR Specialist: Employment Law* newsletter series and has authored several books, including *The FMLA Compliance Guide*, *Bullet-Proof Your Employee Handbook* and the *Employer's Practical Legal Guide*. She is the co-author of *Labor & Employment Law for the 21st Century* by Prentice Hall. Anniken has served as a professor at Penn State University, where she taught business law and HR management, and she directed the Legal Studies Program at Wilson College.

Comprehensive Employment Law Guidance

Over the course of the afternoon, you'll learn how to stop trouble before it starts, limit the damage from innocent mistakes and protect your organization with comprehensive and easy-to-understand guidelines.

1 Recruiting, screening and hiring

- How and where to recruit the best candidates for open positions
- Restrictions on what you can ask and when
- Making reasonable accommodations during hiring
- How to perform legal background and social-media checks
- To use or not to use AI in hiring and screening
- Completing the I-9 process for on-site and remote workers

2 Federal anti-discrimination and leave laws

- Title VII employment discrimination based on race, color, religion, national origin and sex, including sexual orientation and gender identity
- Sexual harassment and other harassment based on protected status—how to prevent harassment and how to stop it before it's too late
- The Americans with Disabilities Act (ADA) and making reasonable accommodations, including when you can turn down a request
- The Pregnancy Discrimination Act and final regulations for the Pregnant Workers Fairness Act

3 Discipline, discharge and RIFs

- Employee handbooks and discipline, including rules for discipline and behavior
- Progressive discipline that's fairly applied
- Discharge decisions that are fair, legal and defensible
- Reorganizations that don't discriminate or disparately impact protected workers
- New whistleblower protections for workers who report wrongdoing

4 The Fair Labor Standards Act (FLSA), exempt status and overtime

- Basic rules for minimum wage, hours worked and overtime pay
- Determining worker classification and overtime eligibility based on solid job descriptions
- Protecting exempt status with clear duties and proper salary payments
- Properly classifying workers as independent contractors, not employees

5 Unions, the National Labor Relations Act and handbook rules

- The NLRA and who is covered
- Unionization and what to do (and definitely not do) if your employees want an election
- How the NLRA applies to non-union workplaces, too
- The NLRB and handbook rules on behavior and social media. **Warning:** The rules just changed and your handbook is a minefield
- OSHA and workplace safety, including drug and alcohol use, heat and other hazards, and potential violence

“Anniken is always a pleasure to listen to. She is concise, presents the material well, and packs so much information in the allotted time.”