



Using Social Media

The use of social media and social networking tools in the workplace present a raft of new opportunities, challenges and risks for your business and its employees.

This course will provide employees with a clear understanding of what is considered acceptable use of Social Media in the workplace, and guidance on how to deal with the issues that may arise in high risk areas such as harassment and bullying, defamation, privacy, illegal content, intellectual property and consumer protection.

Based on content by: Gilbert + Tobin Lawyers

Designed for: Managers, employees and contractors

Duration: Approximately 30 minutes

Recommended frequency: Induction only

Mobile ready: Yes, optimised for desktop and mobile devices

Content customisation: Client content can be included

Company policies: Company policies and 'I have read' acknowledgements can be incorporated

Assessment: Randomised assessment questions

Certificate: Self-serve Certificate of Completion

Core topics

- Proper use
- Social Media Policy
- Security risks
- Monitoring
- Illegal actions and content
- Restricted information
- Social Media and Marketing
 - Australian Consumer Law
 - Misleading or deceptive conduct
 - Customer privacy

Program Features

Using Social Media has been developed using our dynamic and responsive training interface, ensuring our training content is adaptable to your needs and usable across desktop and mobile devices.

Other features include:

- Colourful illustrations and easy to follow infographics
- Glossary links provide quick access to detailed explanations and technical terms
- Case Studies, Take Note and Dos and Don'ts content highlight devices emphasise key concepts.

Contact ComplianceNet

Call **1300 792 151** or go to www.compliancenet.com.au

Contact us now to learn how we can provide an effective compliance training solution for your organisation or to organise your trial enrolment.

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