EDIFY EDU

MASSIVE OPEN ONLINE COURSE

Enhancing Equality, Diversity and Inclusion in the workplace

The online course "Enhancing Equity, Diversity and Inclusion in the workplace" is especially designed for helping actual and future managers and professionals to have a better approach toward Equity, Diversity and Inclusion topics and skills. The MOOC will enable participants to pursue entrepreneurial initiatives based on EDI competencies, offered free of charge, through the online platform, developed by DAISSy – HOU.

WHAT MAKES THIS COURSE ESSENTIAL?

The course contributes to:
- training needs, competency gaps and identified competencies coming from the research phase of the EDIFY-EDU project (Ref. EU Report: Business Management Education and Training Provision on Equality, Diversity and Inclusion);
- fostering the modernisation of HE and VET Management education to develop future managers' social skills and competencies, addres and economic changes;
- developing a new modular curriculum focused on EDI competences through micro-credentials which aims to enhance Business & Management training and upskill the current workforce;
- facilitating the acquisition of EDI competencies, transversal and digital skills for management students and managers in business, mapped to European competence frameworks (e.g. EntreComp, LifeCom, DigComp);
- responding to the societal transformation by setting up a system for skill assessment, learning offer and validation and recognition.

WHAT IS THE COURSE APPROACH?

Unlike a traditional "course", a MOOC is delivered on-line. The lectures are videos and reading materials, which are available 24/7. Take the course at your own pace, and interact with other students, professionals (and the tutors) through the fora.

WHO SHOULD ENROLL IN THIS COURSE?

The course is open to anyone interested in the topic. Training material has been designed to meet the needs of:
- actual managers, SME owners and start uppers eager to have a better approach toward Equality, Diversity and Inclusion and thus have better outcomes;
- undergraduate HE students willing to attend trainings that can effectively and rapidly introduce them into the labour market.

WHAT DOES THE MOOC OFFER?

- state-of-the-art curricula developed by experts under high standards of quality assurance
- 20 modules in MOOC covering transversal and digital skills for professionals and future managers
- a flexible weekly workload and schedule of about 10 hours per week that you can complete at your own pace
- personalised support provided by experienced lecturers
- opportunity to meet, connect and network with peers from all over the world
- certification in accordance with the European and national qualification frameworks
- opportunity for participants who will successfully complete the MOOC to enlist in a specialised training programme (only for undergraduate students... check conditions below).

CERTIFICATE AND ONLINE BADGES

Open Badges are awarded upon completing successfully each section's modules. Learners who achieve 70% in each section of modules will earn the MOOC Certificate!

HOW TO REGISTER

The platform is accessible to anyone following a simple registration procedure.

REGISTER HERE or scan the QR!

The MOOC will be offered free of charge to anyone who is interested in joining the course.

The course will start on **mid of October 2024** and will last until the **end of December 2024**. Participants should be able to commit to about 10 hours of study per week, and should have at least an **intermediate level of English**, as all the online lessons and materials will be in English.
The MOOC will provide interested learners with a set of core modules, focused also on practical applications and case studies.

Every two weeks you will be able to interact with highly experienced invited experts in 1-hour live webinars! But don't worry – if you miss them, you will be able to watch them afterwards!

Fostering Inclusive and Emotionally Intelligent Workplaces
Release dates: 14-19 October

- Unconscious Bias Awareness
- Emotional Competence (EI) Basics
- Introduction to EDI in Business Management

Implementing Comprehensive Diversity and Inclusion Strategies in the Workplace
Release dates: 21-25 October

- Managing Diversity and Inclusion in Human Resources (HR)
- Gender Equality and Inclusion Strategies
- LGBTQ+ Inclusion and Supportive Policies
- Disability Inclusion and Accessibility in Business

Promoting Digital Inclusion and Etiquette in the Workplace
Release dates: 4-7 November

- Digital Equity and Digital Inclusion
- Netiquette
- Digital Inclusive Collaboration Tools and Platforms

Integrating Key Competence Frameworks for Enhanced EDI practices
Release dates: 11-15 November

- DigComp basics
- LifeComp basics
- Integrating LifeComp, EntreComp and DigComp in EDI

Understanding Legal and Regulatory Frameworks for EDI and Digital Practices
Release dates: 2-6 December

- European legal framework on EDI in Employment
- Comparative national legal frameworks on EDI in Employement
- Copyright legislation and licenses
- Digital Literacy and GDPR

Building Ethical, Educated and Legal Work Environments
Release dates: 9-13 December

- Ethical Aspects on EDI in Employment
- Educating Employees and Employers on Employee Rights and Protections
- Conflict Management

Co-funded by
the European Union

Fostering Inclusive and Emotionally Intelligent Workplaces

Unconscious Bias Awareness

- Identify key factors and common types of unconscious biases
- Apply mitigation strategies of unconscious bias effectively to enhance decision-making in personal and professional contexts.
- Apply inclusive language and effective communication to challenge biases.
- Compose action plans that address multiple aspects of unconscious bias in personal and professional contexts

Emotional Competence (EI) Basics

- Define emotional competence
- Outline different emotions in the workplace
- Recognize emotional experiences in EDI situations

Introduction to EDI in Business Management

- Analyze and Articulate the EDI Case: clearly articulate the business case for EDI, demonstrating an understanding of how equality, diversity, and inclusion drive employee engagement,and innovation, and enhance organizational success
- Apply Inclusive Leadership in Practice: Integrate inclusive leadership behaviors in practical scenarios, demonstrating how they contribute to an organizational culture prioritizing equality and inclusion
- Strategize EDI Integration: Formulate strategies for implementing EDI principles in business operations, with a clear focus on promoting equality as a driver for organizational success

Implementing Comprehensive Diversity and Inclusion Strategies in the Workplace

Managing Diversity and Inclusion in Human Resources (HR)

- Managing Diversity and Inclusion in Human Resources (HR)
- Explain the role of Human Resource management processes for implementing diversity and inclusion
- Discover one way to enhance diversity and inclusion in career development
- Examine actions that support or curtail diversity and inclusion in recruitment and career development

Gender Equality and Inclusion Strategies

- Outline different aspects of gender equality and inclusion strategies
- Explain the importance of gender equality and inclusion strategies
- Discover concrete actions to address current problems with gender equality in the EU
- Discover concrete actions to improve diversity and inclusion in workplaces

LGBTQ+ Inclusion and Supportive Policies

- Define LGBTQ+ key terms and concepts
- Outline the importance of using inclusive language
- Discuss ways to create a more inclusive and supportive work environment for LGBTQ+ employees

Disability Inclusion and Accessibility in Business

- Outline 5 ways to create a disability inclusive workplace
- Distinguish the meanings of Disability, Inclusion and Accessibility
- Indicate three Do's and Don'ts for creating disability, inclusion and accessibility in business
- Describe a practical example of a disability inclusive workplace
- Employ 5 tips on how to create an EDI strategy that includes disability and accessibility

Promoting Digital Inclusion and Etiquette in the Workplace

Digital Equity and Digital Inclusion

- Define Equity in a digital context
- Explain specific ways that digital Equity can contribute for a more inclusive digital space
- Relate EDI values with digital Equity through specific examples
- Illustrate specific policies that aim at Digital Equity

Netiquette

- Define the meaning of Netiquette
- Explain at least five rules for communicating on the Internet
- Indicate at least two cases of poor online behaviour
- Select an effective communication approach that is well-suited to specific context, taking into account the audience and the digital setting
- Distinguish between good and poor netiquette practices

Digital Inclusive Collaboration Tools and Platforms

- Identify at least three inclusive digital collaboration tools
- Recognize the reason why inclusion is important for collaboration
- Describe the key inclusivity features of digital collaboration tools and platforms
- Indicate the characteristics of an inclusive digital platform
- Demonstrate ways in improving workplace inclusion with collaboration tools

Integrating
Key Competence Frameworks
for Enhanced EDI Practices

DigComp basics

- Outline the five competence areas of DigComp
- Implement principles of intellectual property and copyright in the creation of digital content
- Evaluate information obtained online in terms of reliability

LifeComp basics

- Define the LifeComp Framework
- Interpret the relevance of LifeComp Competencies in personal development
- Compare and contrast the application of LifeComp competencies in various professional contexts

Integrating LifeComp, EntreComp and DigComp in EDI

- Identify the differences between LifeComp, EntreComp and DIgComp
- Explain how LifeComp is fundamental to fostering equality, diversity, and inclusion at work
- Apply the principles of DigComp to an EDI workplace scenario
- Examine how EntreComp can contribute towards addressing workplace challenges related to EDI

Understanding Legal and Regulatory Frameworks for EDI and Digital Practices

European legal framework on EDI in Employment

- Identify the key EU Directives that inform EDI workplace practice
- Apply one of the EU EDI Directives to workplace practice

Comparative national legal frameworks on EDI in Employement

- List the EDI discriminatory grounds in employment that is common across 5 EU member states
- Explain how the discriminatory grounds impact on EDI in the workplace

Copyright legislation and licenses

- Identify the main characteristics of copyright principles and licensing
- Indicate the different licensing models towards their implications on the usage, sharing and modification
- Apply fair use principles and other exceptions
- Prepare a comprehensive copyright strategy

Digital Literacy and GDPR

- Identify the core components of digital literacy, including information literacy, media literacy, and technological literacy
- Name the key principles and objectives outlined in the General Data Protection Regulation (GDPR)
- Apply knowledge of data security best practices to mitigate common cyber threats
- Analyze online information sources for credibility and reliability
- Critically evaluate the effectiveness of implemented GDPR compliant practices in safeguarding personal and organizational data

Co-funded by the European Union
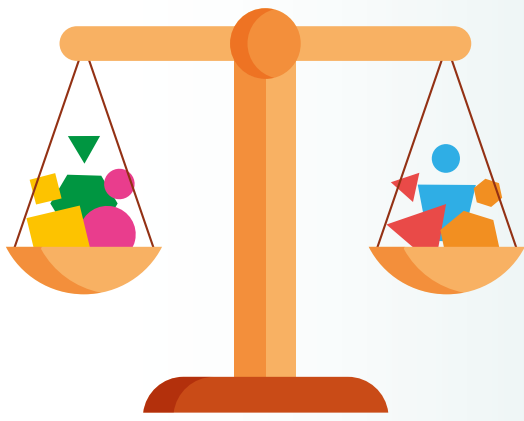
Section 6

Building Ethical, Educated, and Legal Work Environments

Ethical Aspects on EDI in Employment

- Recognize ethical concepts and dilemas
- Outline key ethical concepts concerning EDI
- Identify corporate ethical climate
- Discuss the impact of a corporate ethical climate on organizational culture
- Differentiate ethical management based on EDI principles
- Apply ethical management on real life situations
- Compare EDI based ethical management and non EDI ethical management

Educating Employees and Employers on Employee Rights and Protections

- Identify key EDI employee rights in the workplace as outlined in national employment law
- Discuss Employee Rights and Protections as applied to the workplace, based on national employment case law

Conflict Management

- Explain the negative impact of unresolved conflicts on diversity and inclusion in the workplace
- Demonstrate collaborative problem-solving and effective communication techniques

Interactive webinar hosted by

Co-funded by
the European Union