

EMPLOYEE TRAINING

Stay competitive with a skilled workforce.

Upskilling and reskilling employees through training helps businesses attract and retain top talent, compete for customers, and achieve long-term success. Learn, Mineral's Learning Management System (LMS), makes it easy to assign, track and manage employee training courses, all from the convenience of the Mineral Platform™.

Introducing 6 new premium employee training topics to go along with Mineral's Core course catalog* and premium** Workplace Harassment and Workplace Safety catalogs.



Cybersecurity

Protect assets and reduce the risk of cyber-attacks with e-learning courses that address procedures for handling sensitive information including topics such as:

- Password security
- Phishing
- Ransomware
- Social engineering
- Safe browsing practices



Diversity, Equity, Inclusion, and Belonging (DEIB)

Create a workplace environment that is inclusive, respectful, and supportive of all employees through e-learning courses that cover:

- Workplace inclusion strategies
- Measuring DEI impact
- Why diversity matters
- Allyship
- Managing culture in virtual teams
- Overcoming bias when giving feedback
- Disrupting microaggressions
- Building emotional self-awareness



Communication

Cultivate a productive, collaborative, and harmonious workplace with e-learning courses that teach employees how to develop skills essential for effective communication such as:

- Active listening
- Feedback
- Coaching
- Negotiation
- Conflict resolution
- Written communication
- Cultural awareness



Health and wellness

Increase employee morale, productivity, attendance, and retention through e-learning courses that prioritize:

- Physical and mental well-being
- Work-life balance
- Stress management
- Emotional resilience
- Social connection
- Hybrid and remote work environments
- Economic uncertainty
- Preparing for the future of work



Leadership and management

Gain competitive advantages by developing top talent through e-learning courses designed to strengthen leadership roles with the skills in:

- Communication
- Time management
- Problem solving
- Decision making
- Delegation
- Team building
- Performance management
- Adapting to change
- Innovation



Microsoft computer skills

Streamline workflows, make better-informed decisions, and improve data management by becoming proficient in using Microsoft Office applications including:

- Excel
- Outlook
- PowerPoint
- Word
- Office 365
- Teams
- SharePoint
- Planner
- Using technology in virtual teams
- Cybersecurity and data analysis



of employees leave given no training to develop skills and drive career growth in 2023.



per hire in lost productivity, rehiring, onboarding, and training expenses.



Mineral is easy to use and has reduced our need for other HR and compliance resources. With Learn, we're able to receive training certificates that I can file electronically, which is great for keeping track of when an employee completes a course.



Cindy Henderson
HR Director
Blue-White Industries, LTD.

Explore the 6 new Learn premium course catalogs.

Visit trustmineral.com to learn more about employee training and our **Learn solution**.

*Core Course Catalog is offered as part of the Essential Package
**Premium Course Catalogs require an additional subscription

About Mineral

Trusted by more than 1 million companies, Mineral combines data, technology, and human expertise to take the guesswork out of HR and compliance. Partnering with insurance brokers, PEOs and HCMs, Mineral has built the largest HR community in the U.S. Mineral was formerly known as ThinkHR and Mammoth. Learn more: trustmineral.com. ©2023 Mineral, Inc. Flyer-Learn-Premium-BB-20230706

Mineral
HR and compliance made simple.