



Course Catalog

*Cover your training needs for
workplace safety, HR, leadership, and more.*



All courses are developed by industry leaders and subject matter experts.



Flexible delivery via interactive group training and/or individual eLearning on-site or remote.



Easily modify Alchemy courses or create your own courses from scratch.

Workplace Safety

(English & Spanish)

- Arc Flash Awareness
- Back Injury Prevention
- Bloodborne Pathogens
- Chemical Safety: Introduction¹
- Combustible Dust
- Compressed Gas Cylinders
- Confined Spaces
- Conveyor Safety
- Emergency Preparedness
- Ergonomics
- Face Masks¹
- Fall Protection
- Fire Extinguishers: Introduction
- Fire Prevention and Protection
- GHS: Introduction
- GHS: Labels
- GHS: Labels — REFRESHER
- GHS: Pictograms and Hazards
- GHS: Pictograms and Hazards — REFRESHER
- GHS: Safety Data Sheets
- GHS: Safety Data Sheets — REFRESHER
- Hand and Power Tools¹
- Hearing Protection
- Heat Stress
- Hoists and Slings
- Hot Work
- Ladder Safety
- Lift Truck Safety Awareness
- Lift Truck Safety Awareness — REFRESHER
- Lockout / Tagout Procedures
- Lockout / Tagout Procedures — REFRESHER
- Machine Guarding
- Office Safety¹
- Personal Protective Equipment (PPE)
- Respirators: Introduction
- Root Cause Analysis: Introduction
- Slips, Trips, and Falls
- Slips, Trips, and Falls — REFRESHER

Lean Manufacturing

(English, Spanish, & Canadian French)

For Frontline Workers

- Lean: Introduction
- Lean: Waste Types
- Lean: Data Integrity
- Lean: Identifying Solutions
- Lean: 5S Overview

For Supervisors

- ABCs of Lean
- Categories of Waste
- Documenting Activities — Value Stream Mapping, Workflow Diagrams
- Examining Data — Spreadsheets, Pareto Charts, Five Whys
- Identifying Solutions — Brainstorming, Fishbone Diagrams
- Identifying Solutions — Kaizen, PDCA
- Implementing Solutions — Kanban, Performance Management Boards
- Implementing Solutions — Line Balancing, Takt Time, Pull Systems, Changeovers
- Implementing Solutions — Workplace Organization
- Verifying Solutions — Standardization, Audits
- The Alchemy of Lean Final Exam

¹: Also available in Canadian French

Human Resources

(English & Spanish)

- Active Shooter Readiness¹
- Americans with Disabilities Act
- Anger Management
- Appropriate Behavior in the Workplace
- Bullying
- Canada Leave of Absence
- COVID-19 Overview¹
- Cybersecurity: Overview¹
- Ethics: Overview
- Diversity & Inclusion
- Family & Medical Leave Act
- Financial Literacy: Managing Money¹
- Financial Literacy: Credit and Debt¹
- Goals and Time Management¹
- Health Screening
- Housing Basics¹
- Human Trafficking / Modern Slavery
- How Diseases Spread
- Mental Wellness¹
- Office Etiquette¹
- Overcoming Bias¹
- Physical and Mental Health and Well-being
- Physical Wellness¹
- Preventing Illness at Work and at Home
- Proper Workplace Conduct
- Racism in the Workplace
- PWFA and PUMP: Introduction¹
- Sexual Harassment
- Social Skills in the Workplace
- Substance Abuse Awareness
- Transportation Basics¹
- Workplace Etiquette¹
- Workplace Harassment and Discrimination
- Workplace Violence

The Alchemy of Leadership

(English, Spanish, & Canadian French)

Communication

- Active Listening
- Communication Basics
- Difficult Conversations
- Good First Impression
- Providing Constructive Feedback
- Receiving Feedback

Performance Management

- Anger Management
- Dealing with Difficult People
- Disciplinary Action
- Giving a Performance Evaluation
- Handling Employee Complaints
- How to Conduct an Interview

Leadership

- Behaving Like a Leader
- Building Trust
- Engaging Employees
- Follow Up and Follow Through
- Managing Change
- Valuing Differences

Teamwork

- How to Delegate
- Motivating Yourself and Others
- Teamwork

¹: Also available in Canadian French

Warehouse

(English, Spanish, & Canadian French)

- Aerial Platforms and Scissor Lifts: Operator Safety
- Conveyor Safety (Distribution)
- Facility Defense (Distribution)
- Good Warehousing Practices
- Hand Pallet Trucks: Operator Safety
- Hand Trucks and Dollies: Operator Safety
- High Lift Trucks: Operator Safety
- Lift Trucks: Operator Safety
- Lift Truck Battery Charging Safety
- Loss Prevention (Distribution)
- Material Handling (Distribution)
- Pallet Trucks: Operator Safety
- Personal Hygiene (Distribution)
- Pest Control (Distribution)
- Racking Safety
- Sanitary Transport: Load Security
- Sanitation: Distribution Environments
- Slips, Trips, and Falls (Distribution)
- Utility Knives and Boxcutters: Basics

Supervisor

(English & Spanish)

- Crisis Management Skills
- Emergency Preparedness: Active Shooter Readiness Planning
- Emergency Preparedness: Infectious Disease Plan
- Deep Cleaning Procedures
- Infectious Disease Management Programs
- Infectious Disease Prevention: Best Practices
- Infectious Disease Response: Best Practices
- Reasonable Suspicion

Sustainability

(English & Spanish)

- Energy Conservation
- Environmental Management System: Overview
- Environmental Responsibility: Introduction
- Everyday Sustainability
- Hazardous Waste Awareness
- Pollution: Air, Water, Noise
- Process Waste Prevention
- Recycling Basics
- Spill Prevention
- Stormwater Runoff
- Waste Reduction
- Water Conservation

State-mandated Workplace Harassment Training

 **Premium Library** *(English & Spanish)*

The standard Alchemy course library includes valuable training courses on harassment, diversity, inclusion, and more. But certain states have additional regulations governing the training requirements for workplace harassment. This Premium Library covers those mandated legal requirements set forth for the following states.

- California
- Connecticut
- Delaware
- Illinois
- New York

 Premium Libraries can be added to your Alchemy course library for an additional charge.

Transportation: Supervisors

 **Premium Library** (English)

These eLearning courses meet Federal Motor Carrier Safety Act (FMCSA) legal requirements for supervisors of CDL drivers.

- Reasonable Suspicion: Alcohol
- Reasonable Suspicion: Drugs

Transportation: Drivers

 **Premium Library** (English; *indicates 59 courses with Spanish subtitles)

150+ eLearning courses to help you meet DOT and FMCSA training requirements. Courses cover driver safety, defensive driving, warehouse safety, and more for heavy trucks, box trucks, cars, and light duty trucks.

- Accident Procedures*
- Air Brakes²
- Avoiding Fixed Objects*
- Avoiding Roadside Collisions
- Back Injury Prevention
- Backing and Docking²
- Cargo Securement²
- CDL Basics
- Communication Enhanced
- Coupling and Uncoupling*²
- COVID-19: What Drivers Need to Know*
- CSA Overview
- Defensive Driving*²
- Driver Distractions*
- Driver Disqualifications²
- Driver Wellness*
- Drug and Alcohol Awareness
- Drug and Alcohol Clearinghouse — What Drivers Need to Know²
- Emergency Maneuvers
- Fatigue Management*
- Fuel Management
- Fifth Wheel
- Flatbed Safety
- Fuel Island Procedures
- Hazmat Driving and Parking Rules*
- Hazmat Loading & Placarding
- Hazmat Security Awareness*
- Heat Illness*
- Hours of Service²
- Lane Changes and Intersections²*
- Lift Gate Safety
- Log Books²
- Mounting and Dismounting
- Night Driving²
- Pallet Jacks
- Parking Lots
- Pre-Trip Inspection Without Exercises*
- Pre-Trip Inspections Enhanced*²
- Roadside Inspections*
- Road Rage²
- Rollover Prevention
- Safe Operation of Trailer Doors
- Seat Belts²
- Sanitary Transportation Act — What Drivers Need to Know
- Skid Control
- Sleep Apnea
- Space Management Enhanced*²
- Space Management Workshop
- Speed Management
- Spill Response
- Summer and Mountain Driving
- Tanker Pre-Trip²
- Tanker Rollovers
- Tire Chains — HDT / MDT
- Trailer Loading / Unloading Procedures
- Trip Planning
- Truckers Against Trafficking*
- Whistle Blower Protection*
- Winter Driving²
- Winter Driving, No Chains²
- Yard Driving Skills²
- **And 90+ more courses!**

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2: These courses are available in both eLearning and group-based classroom training with Alchemy Player. Remaining courses are eLearning only.

People *make the* Difference

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