Test

Abusive Conduct in the Workplace Training

Name: ____________________________

Email address: ____________________________

Identification: ____________________________

(Date) ____________________________

(Campus, Medical Center, or location)

Instructions: Complete this test and acknowledgment and submit to your campus UC Learning Center Administrator.

1. Which of the following behaviors may be an example of potential Abusive Conduct? Select all that apply.
   a. Spreading malicious rumors
   b. Making unpopular statements on controversial issues
   c. Sabotaging a person’s work performance
   d. Delivering constructive feedback

2. Making egregious comments about a person’s lifestyle
   a. Which of the following behaviors is an example of Abusive Conduct? Select the best response.
      b. Schedule regular meetings to address performance issues.
      c. Grading student performance, including negative assessments.
      d. Having a passionate disagreement
      e. Making threats to block a person’s advancement without a legitimate business or educational purpose.

3. If you are subjected to, or become aware of Abusive Conduct, what should you do? Select the best response.
   a. Nothing; the Abusive Conduct may be protected by free speech.
   b. It depends on who the Complainant is.
   c. Report it to an applicable University Office.
   d. Wait to see if the behavior is patterned.

4. After receiving a report of alleged Abusive Conduct, the University responsibilities are __________? Select the best response.
   a. Adjudication, Resolution
   b. Assessment, Retaliation
   c. Accusation, Resolution
   d. Assessment, Resolution

5. The policy on Abusive Conduct aims to protect all members of the University community by prohibiting acts of Abusive Conduct and ___________. Select the best response.
   a. Escalation
   b. Guilt
   c. Retaliation
   d. Accusation

6. Which of the following University offices can provide support and resources to personnel who are dealing with Abusive Conduct? Select all that apply.
   a. Faculty & Staff Assistance Programs
   b. Human Resources (Employee and/or Labor Relations)
   c. Ombuds Office
   d. Academic Personnel
   e. Student Affairs / Student Conduct
ACKNOWLEDGMENT

Yes, I have received training regarding the UC policy on Abusive Conduct in the Workplace. I understand that the University encourages anyone who is subjected to, or becomes aware of, Abusive Conduct to report it. Furthermore, if I am a manager or supervisor, I am obligated to respond and report. I certify that I have read, understood, and will comply to the policy.

Select “I agree” to verify that you have received Abusive Conduct training and will adhere to your responsibilities under the UC Policy on Abusive Conduct in the Workplace. For more information, you may review the policy online.

☐ I agree.

Signature: ____________________________________

Date: ________________________________