



This College Africa Group course will enhance the user's skills on the subject and teaches fundamentals as well as strategies in an easy to follow, easy to understand format and includes practical exercises which will assist in developing your skills in the workplace.

## COURSE OUTLINE - Dynamics of Diversity

### Course Specifications

**Course Number:** AXO84-011 | **Days:** 1 Day

**Description:** Diversity is a key element in any successful workplace, but to be successful, a diverse workforce must learn to work together. This book helps you implement a company-wide diversity training program. Learn how to expose key issues, get your management's buy-in, develop and implement your plan, and more.

## Topic-Level Outline

### Part 1: An Overview of Diversity

- What Diversity Is
- Why Do Diversity Now?
- Why Big Business Supports Diversity
- What Can I Do?
- EEO, AA and Diversity: What's the Difference?
- Why Some Diversity Programs Fail
- Involving Senior Management
- How Organizations Benefit from Diversity

### Part 2: Implementing a Five-Step Diversity Training Process

#### Step 1: Start with a Vision of Diversity

#### Step 2: Conduct a Cultural Audit

Design a Comprehensive Cultural Audit

#### Step 3: Form a Diversity Task Force

The Role of Human Resources

#### Step 4: Design a Diversity Training Program

- Training Design Basics
- Diversity Training is Unique
- Co facilitation Enhances Training

#### Step 5: Train People to Train

- The Training of Trainers
- The Ultimate Diversity Trainer
- Summary

## ABOUT US

Established as EasyExcel, the company has been re-branded as College Africa Group. College Africa Group has been in operation since 2003 and has trained many corporate and professionals throughout Southern Africa. (For more info click here.) (<http://www.collegeafricagroup.com>)

## ACCREDITATION

College Africa Group is MICT SETA accredited and a Microsoft Partner. College Africa Group has more than 30 years' experience in Financial, Sales, Operations, Marketing and Administration Directorship and understands the problems and deadlines you face.

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## EBOOKS AND ONLINE TRAINING

Excel Essentials 2013 [Ebook](#), workbooks, and solutions.  
Excel Intermediate 2013 [Ebook](#), workbooks, and solutions.  
Excel Advanced 2013 [Ebook](#), workbooks, and solutions.  
Excel comprehensive online courses, email for more details.



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