

HDR candidate FAQs – Respect at UQ: Higher Degree Research Context training module

Why am I required to complete this module?

The module is part of UQ's commitment to ensure our campuses are a safe and respectful environment for all staff and students. It has been endorsed by the UQ Senior Executive Team.

How can I access the module?

You can access the module by navigating to the Respect at UQ: Higher Degree Research Context from the Workday Learning homepage.

The module should take approximately 45 minutes to complete.

When do I need to complete the module by?

Candidates will need to complete the module in Workday by their next progress review to meet their obligations under the HDR Candidate charter, unless they have an approved adjustment from UQ Respect.

What if I encounter technical difficulties while completing the module?

Ask HR can provide Workday ITS assistance online or via phone 07 3365 2623.

You will need to enable pop-ups to launch the module. The module may launch in a new window.

The module is best viewed on a desktop or laptop computer with the latest version of Chrome. The latest version of other common browsers such as Explorer, Firefox and Safari may also be used, however if you have trouble launching the module from any of these, we recommend reopening it in Chrome.

If you are having trouble progressing the module or getting 'stuck' on an activity, we recommend:

- Clearing your browser history
- Opening the module in a new browser (e.g. Microsoft Edge or Google Chrome)
- Opening the module on a different device (e.g laptops, tablet).

If you are still unable to progress through the module, please contact Ask HR.

The module includes one video which is hosted on YouTube. You may have difficulties accessing YouTube from certain countries. However, you should be able to watch the video once you have arrived in Australia. The module can be completed without watching the video.

What topics does the module cover?

The content of the module has been developed with input from subject matter specialists, along with staff and students, and is designed to give members of the UQ community safe and practical information about:

- · understanding and navigating consent and respectful relationships
- myths about sexual misconduct
- how to be an ethical bystander and safely intervene if you witness harmful behaviour
- how you can support someone who has experienced sexual misconduct
- power dynamics and supervisory relationships
- where to seek support and reporting options at UQ.



The content and the interactive scenarios included in the module are of the same level of detail that you would encounter in mainstream media.

I'm worried about completing the module. What support is available?

Conversations about consent and sexual misconduct are important but they can be personally challenging as well.

If you have concerns about the impact of completing the module on your wellbeing you can request a training adjustment by contacting <u>UQ Respect</u>. Please be assured that requests for support and adjustments will be treated with respect and confidentiality.

The Sexual Misconduct Support Unit (SMSU) can provide support and information to people who have experienced sexual misconduct, and to people supporting a victim/survivor of sexual misconduct. You can contact SMSU on (07) 3443 1000 or book an appointment online.

The Employee Assistance Program (PeopleSense) can also provide support to candidates. You can contact PeopleSense on 1300 307 912 or book an appointment online.

Is the training available in a more accessible format?

If you require assistance to view the module in a more accessible format, please email $\underline{\sf UQ}$ Respect.

The module was created using Rise 360. Rise 360 supports the following screen readers:

- NVDA (Windows)
- JAWS (Windows)
- VoiceOver (Mac)

If you have requested a more accessible format, you may be contacted by a member of the UQ Respect team to clarify which format you need the module provided in. Please note that if you do not provide this information within 5 business days of being contacted by UQ Respect, your request for adjustment may be cancelled.

What happens when I request an adjustment?

UQ Respect will provide you with a response regarding your request within 5 business days.

How can I check whether I have completed the module?

If you have successfully completed the module, you can view your results under 'Completed Learning' in the left-hand tab your Workday Learning homepage.

Are UQ staff required to complete training?

Staff must complete the Appropriate Workplace Behaviour and Standards of Conduct modules on Workday, which include content relating to sexual misconduct. Staff are also strongly encouraged to complete Sexual Harassment and Sexual Assault: What are the drivers and how can staff respond? on Workday.

I have completed the Respect at UQ: Higher Degree Research Context module and would like to provide feedback.

The UQ Respect team welcomes feedback on all of our training modules and workshops, and we review the content of our training periodically. You can provide feedback to <u>UQ Respect</u>