

## Managing employees

Changes to entitlements

Changes to sections of the Fair Work Act relating to casual employees, compassionate leave and to address sexual harassment at work may affect this course.

We're reviewing the information in this online learning course in light of these changes. We encourage you to check back here for updates.

For more information, see [Changes to casual employment – industrial relations reforms \(www.fairwork.gov.au/about-us/news-and-media-releases/website-news/reforms\)](http://www.fairwork.gov.au/about-us/news-and-media-releases/website-news/reforms)

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### Course overview


Good employee management is linked to lower staff turnover, higher productivity and business success.

This course will help you develop your people management skills, so you can build a high performing team and help your business achieve its goals.

It includes:

- case studies to improve your communication skills
- practical strategies to motivate your employees
- tips to help you manage compliance with workplace laws
- best practice guidance for dealing with common workplace problems
- downloadable resources and links to further information.

#### Resources to download:

- An employer's guide to resolving workplace issues ( 489KB ([www.fairwork.gov.au/ArticleDocuments/712/an-employers-guide-to-resolving-workplace-issues.docx.aspx](http://www.fairwork.gov.au/ArticleDocuments/712/an-employers-guide-to-resolving-workplace-issues.docx.aspx)) ) ( 165 KB ([www.fairwork.gov.au/ArticleDocuments/712/an-employers-guide-to-resolving-workplace-issues.pdf.aspx](http://www.fairwork.gov.au/ArticleDocuments/712/an-employers-guide-to-resolving-workplace-issues.pdf.aspx)) )

### Start the course now

Before you start, we recommend logging in or registering as you can:

- save or print a completion certificate at the end of the course
- save your progress, pause and resume the course later
- get emails about new courses you might be interested in.

[Start the course as a guest \(www.fairwork.gov.au/fwo/webservices/anonymouslogin.ashx?d1=fwog&lp-wid=13\)](http://www.fairwork.gov.au/fwo/webservices/anonymouslogin.ashx?d1=fwog&lp-wid=13)

## Contact us

Fair Work Online: [www.fairwork.gov.au](http://www.fairwork.gov.au)

Fair Work Infoline: 13 13 94

Need language help?

Contact the Translating and Interpreting Service (TIS) on 13 14 50

Hearing & speech assistance

Call through the National Relay Service (NRS):

For TTY: 13 36 77. Ask for the Fair Work Infoline 13 13 94

Speak & Listen: 1300 555 727. Ask for the Fair Work Infoline 13 13 94

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