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Module 19 - Employee behaviour in the workplace

Module 19 helps you understand how employers expect you to behave in the workplace. This covers appropriate and inappropriate behaviour, how to make a good impression when you start a new job, and defines what is classed as bullying and harassment at work, and how to resolve these issues.

Work your way through the <u>Employee behaviour in the workplace module</u>, completing the two activities at the end.

Teacher/Trainer Notes

If you are a teacher or trainer delivering this module to young people, you can use the <u>PowerPoint presentation</u>, which includes notes, activities, tasks/discussion points and estimated timings. There are also <u>teacher/trainer</u> <u>notes</u>, which outlines delivery requirements, aims, outcomes, career management skills and senior phase criteria.

If completing this module as a paper-based exercise, print out <u>Activity 1 Worksheet</u> and <u>Activity 2 Worksheet</u> as well as the content before delivering it.

