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City Manager



City of Plano Mandatory Training **Overcoming Your Own Unconscious Bias** (Diversity Training)

What is Unconscious Bias? It can exist toward social groups or individuals with an array of characteristics:

-Religion

-Age

-Sexual Orientation

-Weight

-Ethnicity

-Race

-Gender identity

-Socio-economic background

Unconscious bias can exist toward social groups or individuals with an array of characteristics. It is usually very subtle and we often do not realize it is even happening until we are put in an incredibly frustrating situation. We are all responsible for our actions, and sometimes the intentions of our actions don't quite align with the impact those actions have on other people.

The word TEAM shares who we are. In order for us to truly achieve a culture that values and celebrates the unique talents and backgrounds of our employees, we must ensure that all our team members feel they belong and that they are appreciated and treated equally. We can learn to check our biases, speak up for others, and show up for those who need our support.

All employees are to successfully complete the Skillsoft *Overcoming Your Own Unconscious Biases* online course by **December 31, 2021**.

To log in:

Log in to Skillsoft at:

<https://cityofplano.skillport.com>

You must score 75% to successfully pass the course.

“Employee ID” is your 5 digit Employee ID#. If you have not changed your password, the default “Password” will be the first 3 letters of your LAST name (in CAPS) and the LAST 4 digits of your Social Security #.

Note: This course contains a “Pre-Test.” Choosing to take the pre-test allows you to evaluate your knowledge of the content before taking the course. You can only take the pre-test once before starting the course. Pass the pre-test with a minimum score of 75%, you pass the course!!

