Training Materials from WeComply
ACC's Exclusive Alliance Partner for Compliance Training

- *__Classroom Training__: A PowerPoint version of this course is available free to ACC members through the [ACC Compliance Training Portal](#).*

- *__Online Training__: An interactive, trackable and customizable version of this course is available at a discounted rate for ACC members through [WeComply](#).*

[Get the PowerPoint File]   [Get a FREE Online Preview]

Appropriate Email and Internet Use Course Summary

This 30-minute training course explains the basic rules and common-sense guidelines for appropriate use of the organization's electronic-communication systems. The topics covered in the course include —

- Overview
- E-communications
- Monitoring and access
- Personal Internet use
- Social networking
- Inappropriate communications
- Prohibited Internet use
- Passwords
- Working remotely
- Internet-use violations

For more information, please contact WeComply toll-free at 866-WeComply (866-932-6675), via email at sales@wecomply.com, or on the web at www.ACC.com/compliance