

## What every manager needs to know about sexual harassment

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### Abstrak

"Can you say anything about sex at the office anymore? Yes, maybe, but read this first. Sexual harassment is a malign specter hovering over workplaces everywhere. One touch of its foul breath can devastate businesses, causing them to lose millions of dollars, not to mention waste bundles of time and energy. Needless to say, organizations are running scared. This book provides managers with vital information to protect themselves and their companies from lawsuits, bad publicity, decreased employee morale, and other associated miseries. Topics covered include: \* laws and court decisions (including the most recent Supreme Court rulings) \* what behavior is acceptable--and what isn't \* preventive policies and staff training \* investigating complaints, and more. With one of every three cases filed with the EEOC involving a sexual harassment claim, managers need help. This complete ""answer book""--with real-life scenarios, self-help quizzes, checklists, and thoughtful analysis--gives them just the guidance they need."