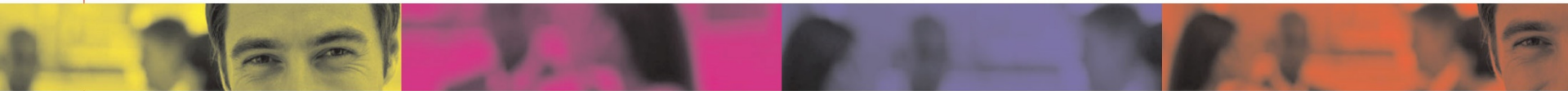




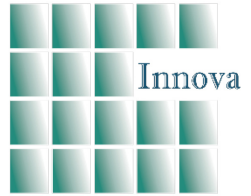
we do learning & impart knowledge



Building a culture of ethics and compliance within your organization

Style guide

www.innova-learn.com



We at Innova Learning have an attitude of molding our solutions to our client's needs. Our courses feature graphics and images from simple line art to high level film - graphical scenes and scenarios. Everyone at Innova, from Project Managers to Designers, to Developers are focused on providing the most effective storytelling and learning experience, **regardless of budget.**



Graphical assets, animations, and interactive exercises add an extra dimension to your learning)



Here are a few examples

Interactive exercises

Click on the best term that applies to the situation.

Advance Knowledge

Speculation & Rumor

Any news on Gretson ?

Actually, their CFO told me today that they have an offer from an existing large shareholder.

This statement is advance knowledge. Since it has been corroborated by a credible source, it is inside information.

Advance Knowledge

Speculation & Rumor

Any news on Gretson ?

Actually, their CFO told me today that they have an offer from an existing large shareholder.

Interactive exercises

The following exercise summarizes when a **staff level employee** should escalate possible suspicious or improper activity.

Click on each workflow area that is **correct** for a **staff level employee** to perform.



Recognize reports or observations of possible suspicious or improper activity



Analyze whether the possible suspicious or improper activity is serious and credible



See something, say something!



Promptly escalate reports or observations of possible suspicious or improper activity to an officer or supervisor



! As an FRBNY Associate, it is not your responsibility to conduct an analysis of the possible suspicious or improper activity. It is your job to recognize and escalate it.

You are monitoring the Treasury futures market and notice a pattern of unusual trading activity. Over the past several cycles of the release of the unemployment numbers, you've noticed a spike in the trading of Treasuries.

In each instance, the trading spike occurs just ahead of the release of the jobs report and always in a direction that is advantageous. It seems to defy reason that the market could consistently guess correctly the outcome of the jobs report.



! Once you observe or receive a report of suspicious or improper activity, it is your duty to promptly escalate the information to your area management.

The Bank depends on you to be aware, ask questions and seek clarification when necessary so that every instance of possible suspicious or improper activity is properly and timely escalated.

THAT IS CORRECT

DON'T ESCALATE

Drag and Drop exercises



Personal Protective Equipment

Drag and Drop the appropriate equipment on Jeremy so that he is ready to get to work.

That is not correct

That is not correct

That is not correct

That is not correct

That is not correct

That is correct

That is not correct

An illustration of a man in a green shirt and grey pants. To his right are various pieces of PPE: a yellow hard hat, a brown scarf, a black cap, a pair of brown boots, a pair of orange safety glasses, and a pair of white gloves. A green box labeled "That is correct" is positioned over the scarf, while several red boxes labeled "That is not correct" are positioned over other items and the man.

Click on the choices below, and can drag them into the email template. You need to select three requirements.

To: Jenna Franks - Senior R&D Tech
From: Andrey Dubon - R&D Supervisor
Re: Incoming contract for Pizazz Foods

Hello Jenna,
Great news - we have closed the contract with Pizazz Foods and will be working on their new crust formulation starting this month. Within the contract are some specific obligations we need to meet, so I want to run those by you in advance to make sure we are in alignment on expectations:

That is not correct please try again

Once the formulation is received from Pizazz, it needs to be secured in your database.

Access to the formulation should be open across the business, so that everyone can see what we are working on.

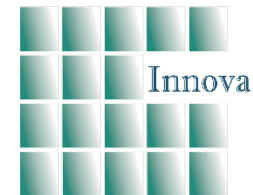
Access to the formulation should be limited to only those that have a true "need to know" in servicing the customer.

We may disclose the formulation to outside parties, so that they can benefit from our expertise.

We may not disclose any portion of the formulation to outside parties.

A screenshot of an email client interface. The email body contains a dashed box for a template. Below the template is a red box that says "That is not correct please try again". At the bottom, there are five buttons with different text options for the email requirements.

Questions



Select the correct answer.

What expectations might the customer have concerning their crust formula?

- A. The formula should be kept in a secure location
- B. The formula should not be shared with other customers of Cargill
- C. Cargill should limit the number of employees who have access to the formula
- ☒ All of the above

That is correct. Many of Cargill's customers have very specific expectations for how their confidential information should be handled and protected.

Question 3

Which of the following statements best describes the benefits of having an effective risk management approach?

Select the correct answer.

- Effective risk management helps our business partners, and Cargill, improve financial and operational performance.
- Effective risk management offers Law a means to make our processes more consistent and efficient.
- Effective risk management strengthens the partnership we have with the business, showing them that we can help them find solutions.

☒ That is correct ☐ All of the above

Question 1

Which of the following is NOT an example of informal learning technique through conversation.

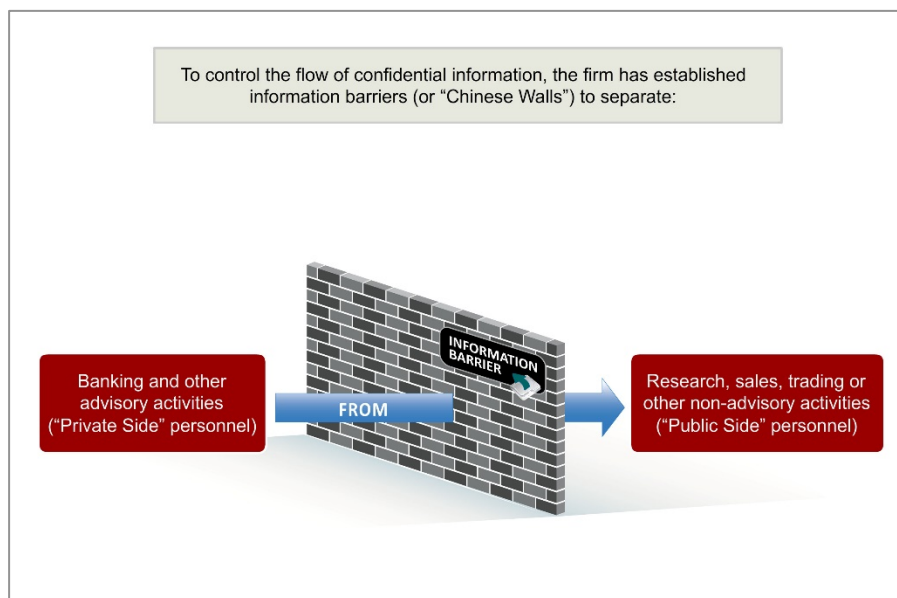
- ☐ A) Coaching
- ☐ B) Reflecting
- ☒ C) Simulations
- ☐ D) Trial and error

That's right!

Submit


Question 1 of 5

Explaining Complex Ideas with Animation



IRS Form 8300 details transactions of cash payments in excess of \$10,000.

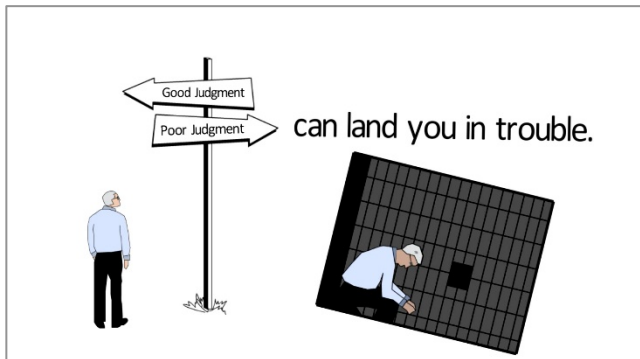
Cash Transaction Exercise: **Is a Form 8300 Required?**



The illustration shows a jewelry store interior. A purple silhouette of a customer is on the left, holding a stack of cash labeled "\$12,000" and "Customer". A black silhouette of a manager is on the right, holding a display case labeled "Manager".

FORM 8300 Not Required: Cash out transactions do not require Form 8300.

Engage learners with different styles

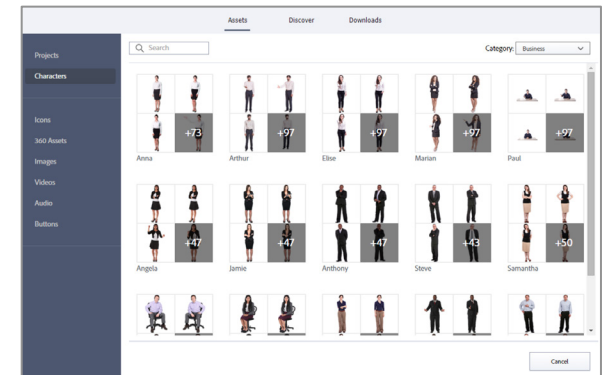
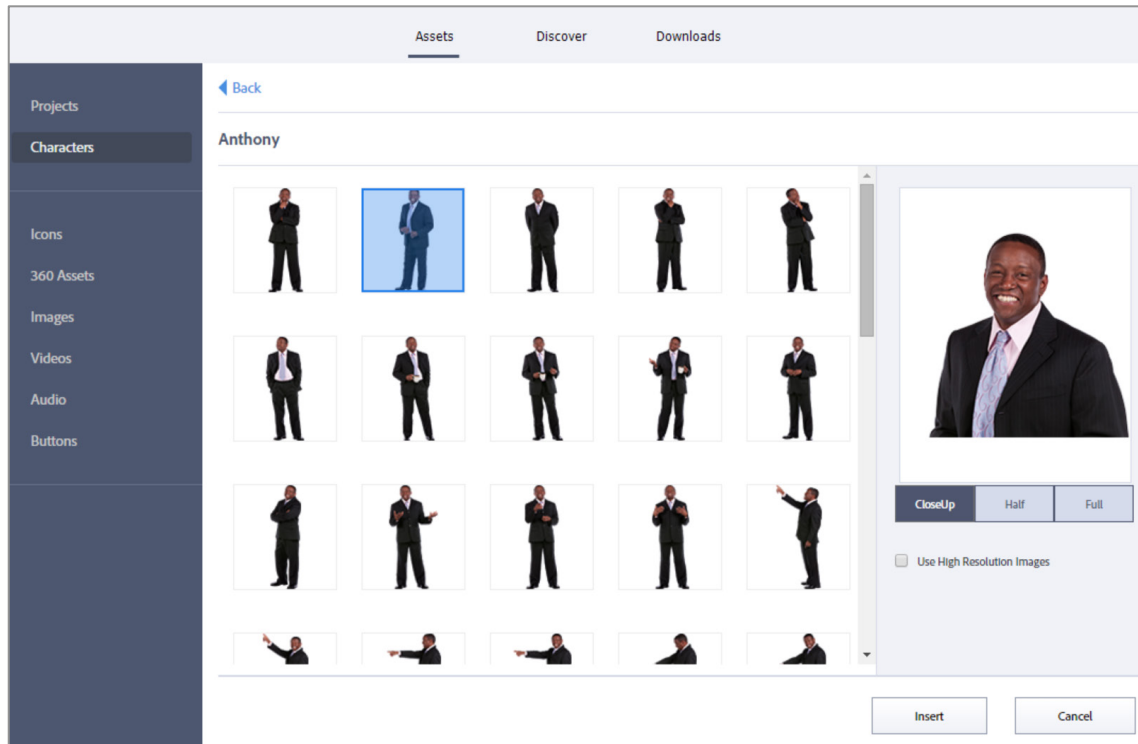


In Addition...

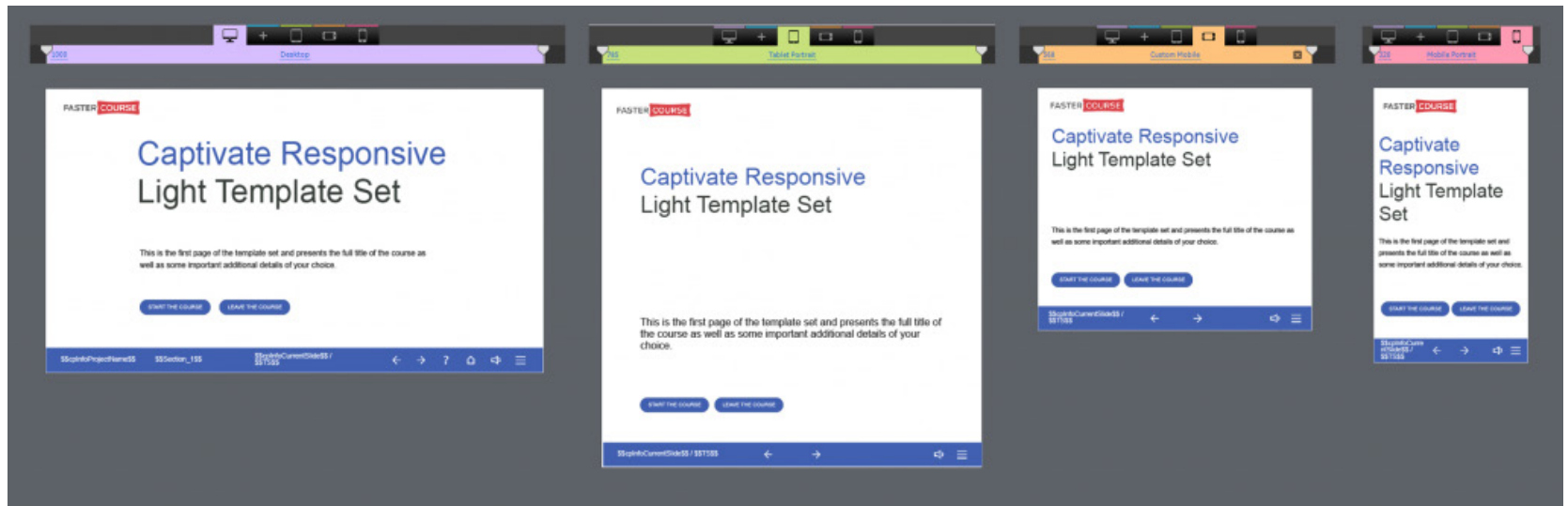


We can create bespoke characters or...

Use images from a stock library

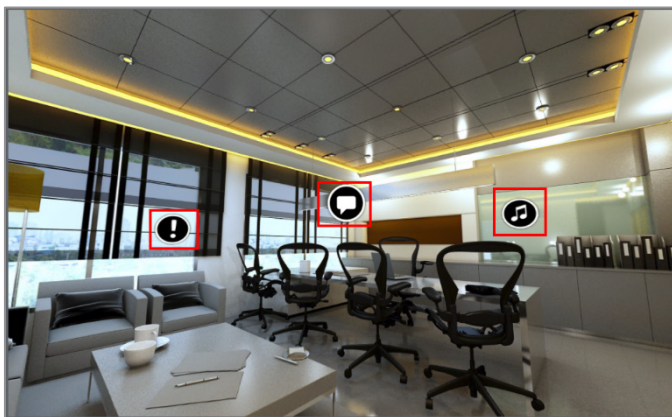
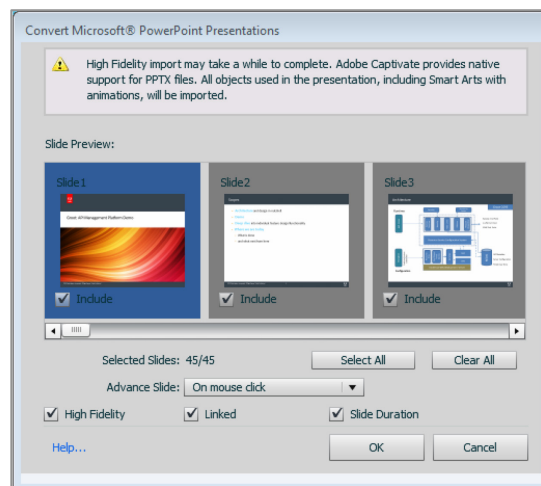


To conclude:



A **responsive** project for different screen sizes.

Record your **PowerPoint** content as a video and add cool interactions and knowledge check questions as overlays on top of your video.



Create experiential learning such as – “**virtual tours**”



Talking head Screencast

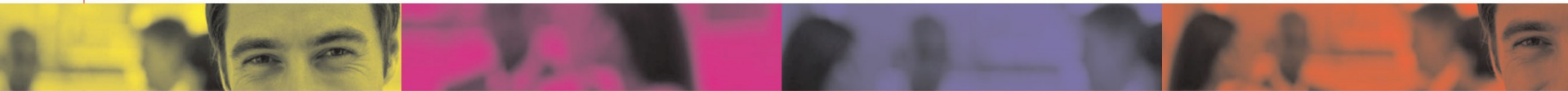


Add interactivity to your existing videos



*Your course
Your way*  *Competitive
Price*

we do learning & impart knowledge



Building a culture of ethics and compliance within your organization

Innova combines high quality, interactive content with robust and scalable technology to deliver web-based training that can be easily tracked and managed.

www.innova-learn.com