

2026 Workplace Violence and Bullying Prevention Training Instructions

Choose the training platform that applies to your appointment type, then follow the steps below.

Training due: October 31, 2026, at 11:59 p.m.

Choose Your Training Platform

- Use UB EDGE if you are State, Research Foundation (RF), or UBF staff or faculty, excluding adjuncts.
- Use UB Learns if you are an adjunct professor, graduate employee, TA/GA, student assistant, Practice Plan employee, medical resident/fellow, or an individual with a volunteer appointment, including Emeritus.

UB EDGE Instructions

For: State, Research Foundation (RF), and UBF staff and faculty, excluding adjuncts.

Access: [Open UB EDGE](#)

1. Use the latest version of Google Chrome, which is recommended for this training.
2. Select Log in to UB EDGE and sign in with your UBITName and password.
3. On the Dashboard, scroll to My Learning.
4. Select 2026 Workplace Violence and Bullying Prevention Training.
5. Select Launch to begin the course.

Important: Complete the Final Step

To receive credit after completing the course:

6. Select the blue CLOSE PLAYER button in the upper-right corner.
7. When prompted, select Yes to confirm that you understood the content.

Important: Failure to complete this final step may prevent the course from being marked complete. Once completed, UB EDGE will automatically update your training record. No certificate is required.

UB Learns Instructions

For: Adjunct professors, graduate employees, TA/GAs, student assistants, Practice Plan employees, medical residents/fellows, and individuals with volunteer appointments, including Emeritus.

Access: [Open UB Learns](#)

1. Select Tools, then Discover.
2. Search for and select 2026 Workplace Violence and Bullying Prevention Training.
3. Select Enroll in Course.
4. Select Open Course.
5. In the Visual Table of Contents, select 2026 Workplace Violence and Bullying Prevention Training.
6. Select the training link at the bottom of the welcome page to begin the course.

Verify Completion

Open the course and confirm that the Visual Table of Contents displays:

100% | 1 of 1 Topics Completed

No certificate is required.