



TOP 10 TASKS/TOOLS • SELF-GUIDED TOUR

# Practical Guidance Labor & Employment

This Top 10 list contains key resources and tools found on the Labor & Employment practice area page.

## 1. COVID-19 LABOR & EMPLOYMENT GUIDANCE

We cover all major COVID-19 employment law issues. Key documents include:

**Resource Kit:** [Coronavirus \(COVID-19\) Resource Kit: Return to Work](#)

**Tracker:** [Coronavirus \(COVID-19\) Federal and State Employment Law Tracker](#)

**Practice Note:** [COVID-19 Workplace Litigation Trends](#)

**Surveys:** [Coronavirus \(COVID-19\) Employee Screening State and Local Law Survey](#)  
[Coronavirus \(COVID-19\) Face Masks State and Local Law Survey](#)

## 2. PRACTICAL GUIDANCE STATE LAW COMPARISON TOOL

The Practical Guidance [State Law Comparison Tool](#) allows attorneys to compare laws across multiple states and to compare state laws to corresponding federal laws in a customized chart (Microsoft® Excel®) or report (Word or PDF). Find the Tool by clicking on State Law Comparison Tool under Tools & Resources on the L&E practice area page.

**Training Videos:** [State Law Labor and Employment Research on Practical Guidance](#)  
[State Law Comparison Tool Video](#)

## 3. STATE LAW SURVEYS

We offer [50-state surveys](#) on key discrete Labor & Employment legal issues. Find these surveys by clicking on State Law Surveys under Tools & Resources on the L&E practice area page. Here are two of the most important 50-state surveys:

**Surveys:** [Paid Sick Leave State and Local Law Survey \(Private Employers\)](#)  
[Ban the Box State and Local Law Survey](#)

## 4. LABOR & EMPLOYMENT KEY LEGAL DEVELOPMENT TRACKER

The [Labor & Employment Key Legal Development Tracker](#) tracks key legal changes at the federal, state, and local levels that affect Practical Guidance L&E. Alongside the key legal development, the tracker lists the date of the development (including the effective date) and the specific documents in Practical Guidance L&E that we updated. The tracker lists the recent legal developments, organized by jurisdiction, in reverse chronological order. Find this tracker under the New & Updated section on the L&E practice area page.

## 5. STATE LAW CONTENT GUIDES

Our state practice notes cover 13 separate topics for all 50 states, plus D.C. We also offer state forms and checklists on 10 separate topics for 10–25+ states, depending on the topic. Find content guides that simplify finding this state law guidance by clicking the [State Law Surveys and Content Guides task](#). Filter your results by subtask (State Law Content Guides) and document type using the options in the left-hand menu.

## 6. WORKPLACE DIVERSITY AND RACIAL/SOCIAL JUSTICE

Key items in the L&E practice area regarding workplace diversity and racial/social justice include:

**Resource Kit:** [Workplace Diversity and Racial and Social Justice Resource Kit](#)

**Template:** [Diversity and Inclusion \(D&I\) Policy \(with Acknowledgment\)](#)

## 7. EMPLOYMENT POLICIES

Key items to review within the [Employment Policies](#) task include:

- Practice Notes:** [Employee Handbooks: Drafting and Revising Tips](#)
- Templates and Checklists:** [Employee Handbook](#)  
[Employment Policies State Expert Forms and Checklists Chart](#)
- Resource Kit:** [Employee Handbook Resource Kit](#)
- Training Video:** [Drafting and Revising Employee Handbooks on Practical Guidance L&E](#)

## 8. EMPLOYMENT LITIGATION

Key items in the [Employment Litigation](#) task include:

- Practice Notes:** [Deposing Plaintiffs in Employment Litigation](#)  
[Hybrid Wage and Hour Section 216\(b\) FLSA Collective and Rule 23 Class Actions Answers, Motions to Dismiss, and Other Potential Responses to Wage and Hour Class and Collective Action Complaints \(Includes Lex Machina and Context Analytics\)](#)
- Templates and Checklists:** [Deposition Questions \(Defendant to Plaintiff\) \(Discrimination, Harassment, or Retaliation\)](#)  
[Settlement Agreement \(Hybrid Wage and Hour FRCP 23 Class Action and FLSA Section 216\(b\) Collective Action\)](#)  
[Answer and Defenses to Wage and Hour Class or Collective Action Complaint](#)  
[Employment Litigation State Expert Forms and Checklists Chart](#)
- Resource Kit:** [Employment Litigation Discovery Resource Kit](#)
- Training Video:** [Employment Litigation Resources on Practical Guidance L&E](#)

## 9. TRAINING PRESENTATIONS

These [trainings](#) including, among other things, nonjurisdictional and state-specific sexual harassment trainings, are presentations attorneys can use to teach managers and employees about various L&E issues. Users can open PDF versions of the trainings that look like PowerPoint slides. Find the training presentations by clicking [Presentations](#) under [Tools & Resources](#). Key presentations include:

- Training Presentations:** [Sexual and Other Workplace Harassment Guidance for Nonsupervisory Employees: Training Presentation \(Includes Lex Machina\)](#)  
[Sexual and Other Workplace Harassment Guidance for Managers: Training Presentation \(CA\) \(Includes Context Analytics\)](#)  
[Sexual and Other Workplace Harassment Guidance for Managers: Training Presentation \(NY and NYC\) \(Includes Context Analytics\)](#)

## 10. EMPLOYMENT CONTRACTS

Key items in the [Employment Contracts](#) task include:

- Practice Notes:** [Employment Agreements: Key Legal, Drafting, and Negotiation Issues \(Pro-Employer\)](#)  
[Executive Employment Agreement Negotiation and Drafting \(Pro-Employer\)](#)  
[Separation Agreements: Drafting and Negotiation Tips \(Pro-Employer\)](#)  
[Executive Separation Agreement Drafting](#)
- Templates:** [Employment Contracts State Expert Forms Chart](#)  
[Executive Employment Agreement \(Pro-Employer\) \(Smart Form\)](#)  
[Executive Separation Agreement \(Pro-Employer\)](#)

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For more information or to request a demo, call **888-AT-LEXIS (888-285-3947)**

You can also request Lexis representatives to contact you on the following web page:

[lexisnexis.com/en-us/contact-us/contact-us-rep.page](https://lexisnexis.com/en-us/contact-us/contact-us-rep.page)

