



POLK STATE

# Corporate College

## SHRM-CP & SHRM-SCP Certification Prep Fall 2022

Instructor: J. Lenora Bresler, J.D., CSP, SHRM-SCP, CVP \*863-255-3942\*

<i>CLASS #</i>	<i>DATE</i>	<i>ANTICIPATED TOPIC</i>
<i>1</i>	9/7/2022	Welcome, How to Study, HR Competencies
<i>2</i>	9/14/2022	HR Competencies,
<i>3</i>	9/21/2022	HR Competencies, HR Competencies Discussion Questions
<i>4</i>	9/28/2022	HR Strategy, Talent Acquisition
<i>5</i>	10/5/2022	Employee Engagement and Retention, Learning and Development
<i>6</i>	10/12/2022	Total Rewards, People book Discussion Questions
<i>7</i>	10/19/2022	Structure of the HR Function, Organization Effectiveness and Development
<i>8</i>	10/26/2022	Workforce Management, Employee and Labor Relations, Technology Management
<i>9</i>	11/2/2022	Organization book Discussion Questions
<i>10</i>	11/9/2022	Managing a Global Workforce, Diversity and Inclusion, Risk Management
<i>11</i>	11/16/2022	Corporate Social Responsibility, begin US Employment Law and Regs.
<i>12</i>	11/30/2022	Finish US Employment Law, Workplace book Discussion Questions, Exam Review
<i>13</i>	12/7/2022	More Exam Review,/Test practice questions
<i>14</i>	12/14/2022	Final Exam

**Register: <https://polk.augusoft.net/>**

Class Time: 5:30pm-8:30pm | Class Location: Online Via Zoom

Cost: \$1295, includes textbooks and 1 yr. access to SHRM Online Learning System

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**HOW TO STUDY:** Go to [www.learnhrm.partnerrc.com](http://www.learnhrm.partnerrc.com) Watch QuickStarts videos. Bring appropriate book to class with highlighter and pen to take notes in book. Read book and take in-book Progress Tests. Memorize Down and Dirty's. Take on-line tests repeatedly until you score 90% or higher.