

PHRi/SPHRi 10 WEEK STUDY SCHEDULE: 2019 HRCP Program - www.hrcp.com

DAY	✓	UNIT & PAGE #	SECTION	# OF PAGES	TOPICS
WEEK ONE					
M		Unit 1: 1-16	1.1 - 1.1.8	16	1.1 Strategic Human Resource Management (Test Your Knowledge Questions)
T		Unit 1: 17-26	1.2 - 1.2.2	10	1.2 Organizational Strategy
W		Unit 1: 27-36	1.2.3 - 1.2.6	10	1.2 Organizational Strategy, cont. (Test Your Knowledge Questions)
TH		Unit 1: 37-49	1.3- 1.3.5	13	1.3 HR Control and Evaluation (Test Your Knowledge Questions)
F		Unit 1: 51-61	1.4 - 1.4.4	11	1.4 HR Technology (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			
WEEK TWO					
M		Unit 1: 63-72	1.5 - 1.5.3	10	1.5 Organizational Environments (Test Your Knowledge Questions)
T		Unit 1: 73-82	1.6 - 1.6.7	10	1.6 Organizational Design & Development (Test Your Knowledge Questions)
W		Unit 1: 83-93	1.7 - 1.7.7	11	1.7 Organizational Culture (Test Your Knowledge Questions)
TH		Unit 1: 95-109	1.8 - 1.8.10	15	1.8 Global HR Management (Test Your Knowledge Questions)
F		Unit 1: 111-118	1.9.1 - 1.9.4	8	1.9 Leadership & Management Theories (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			
WEEK THREE					
M		Unit 1: 119-126	1.10 - 1.10.4	8	1.10 Decision Making (Test Your Knowledge Questions)
T		Unit 1: 127-139	1.11 - 1.11.3	13	1.11 Ethics (Test Your Knowledge Questions)
W		Unit 1: 141-158	1.12 - 1.12.4	18	1.12 HR Research and Analytics (Test Your Knowledge Questions)
		Review Unit 1 & Take Practice Exams		Scores:	
TH		Unit 2: 1-15	2.1 - 2.1.4	15	2.1 Human Resource Planning
F		Unit 2: 15-24	2.1.5	10	2.1 Human Resource Planning, cont. (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			

WEEK FOUR					
M		Unit 2: 25-33	2.2 - 2.2.6	9	2.2 Job Analysis, Description, and Specification (Test Your Knowledge)
T		Unit 2: 35-49	2.3 - 2.3.5	15	2.3 Recruitment (Test Your Knowledge Questions)
W		Unit 2: 51-62	2.4 - 2.4.4	12	2.4 Selection
TH		Unit 2: 62-70	2.4.5	9	2.4 Selection , cont.
F		Unit 2: 70-86	2.4.6 - 2.4.12	17	2.4 Selection, cont. (Test Your Knowledge Questions)
		Review Unit 2 & Take Practice Exams			Scores:
S		CATCH UP & REVIEW			
WEEK FIVE					
M		Unit 3: 1-16	3.1 - 3.1.4	16	3.1 Training and Development in the Organization (Test Your Knowledge Questions)
T		Unit 3: 17-26	3.2 - 3.2.1	10	3.2 Principles of Training and Development
W		Unit 3: 27-38	3.2.2 - 3.2.3	12	3.2 Principles of Training and Development, cont. (Test Your Knowledge Questions)
TH		Unit 3: 39-56	3.3 - 3.3.5	18	3.3 Training and Development Techniques (Test Your Knowledge Questions)
F		Unit 3: 57-62	3.4 - 3.4.2	6	3.4 Presenting the Training: Delivery (Test Your Knowledge Questions)
		Unit 3: 63-73	3.5 - 3.5.4	11	3.5 Evaluation of Training Effectiveness (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			
WEEK SIX					
M		Unit 3: 75-85	3.6.1 - 3.6.4	11	3.6 Talent Management Programs
T		Unit 3: 85-99	3.6.5 - 3.6.6	15	3.6 Talent Management Programs, cont. (Test Your Knowledge Questions)
W		Unit 3: 101-109	3.7 - 3.7.4	9	3.7 Performance Management
TH		Unit 3: 109-123	3.7.5 - 3.7.7	15	3.7 Performance Management, cont.
F		Unit 3: 124-133	3.7.8 - 3.7.11	10	3.7 Performance Management, cont. (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			

WEEK SEVEN					
M		Unit 3: 135-152	3.8 - 3.8.9	18	3.8 Change Management (Test Your Knowledge Questions)
T		Unit 3: 153-164	3.9 - 3.9.4	12	3.9 Organizational Development Interventions (Test Your Knowledge Questions)
W		Unit 3: 165-171 Review Unit 3 & Take Practice Exams	3.10 - 3.10.3	7	3.10 Employee Retention Scores:
TH		Unit 4: 1-8	4.1 - 4.1.4	8	4.1 Total Rewards: Financial and Non-financial (Test Your Knowledge Questions)
		Unit 4: 9-14	4.2 - 4.2.4	6	4.2 The Wage-Level Decision (Test Your Knowledge Questions)
F		Unit 4: 15-25	4.3 - 4.3.5	11	4.3 Job Evaluation Methods (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			
WEEK EIGHT					
M		Unit 4: 27-35	4.4 - 4.4.6	9	4.4 Job Pricing and Pay Rate Administration (Test Your Knowledge Questions)
		Unit 4: 37-38	4.5.1 - 4.5.6	2	4.5 Economic Factors Affecting Compensation (Test Your Knowledge Questions)
T		Unit 4: 39-55	4.6 - 4.6.2	17	4.6 Incentive Compensation Systems
W		Unit 4: 55-65	4.6.3 - 4.6.7	11	4.6 Incentive Compensation Systems (cont) (Test Your Knowledge Questions)
TH		Unit 4: 67-71	4.7 - 4.7.5	5	4.7 Executive Compensation (Test Your Knowledge Questions)
		Unit 4: 73-83	4.8 - 4.8.6	11	4.8 Employee Benefit Programs (Test Your Knowledge Questions)
F		Unit 4: 85-89	4.9 - 4.9.4	5	4.9 Managing Employee Benefit Programs (Test Your Knowledge Questions)
		Unit 4: 91-95	4.10 - 4.10.2	5	4.10 Evaluating Compensation (Test Your Knowledge Questions)
		Unit 4: 97-99	4.11 - 4.11.2	3	4.11 International HR Compensation Issues (Test Your Knowledge Questions)
		Unit 4: 101-102 Review Unit 4 & Take Practice Exams	4.12	2	4.12 Compensation Laws and Regulations (Test Your Knowledge Questions) Scores:
S		CATCH UP & REVIEW			

WEEK NINE					
M		Unit 5: 1-2	5.1	2	5.1 Employee Relations (Test Your Knowledge Questions)
		Unit 5: 3-13	5.2 - 5.2.5	11	5.2 Employee Engagement (Test Your Knowledge Questions)
T		Unit 5: 15-28	5.3 - 5.3.8	14	5.3 Employee Involvement Strategies (Test Your Knowledge Questions)
W		Unit 5: 29-34	5.4 - 5.4.3	6	5.4 Diveristy and Inclusion (Test Your Knowledge Questions)
		Unit 5: 35-45	5.5 - 5.5.4	11	5.5 Grievance Systems (Test Your Knowledge Questions)
TH		Unit 5: 47-58	5.6 - 5.6.5	12	5.6 Employee Discipline Systems (Test Your Knowledge Questions)
F		Unit 5: 59-68	5.7 - 5.7.6	10	5.7 Workforce Behavior Problems (Test Your Knowledge Questions)
S		CATCH UP & REVIEW			
WEEK TEN					
M		Unit 5: 69-74	5.8 - 5.8.2	6	5.8 Organizational Exit (Test Your Knowledge Questions)
		Unit 5: 75-76	5.9 - 5.9.1	2	5.9 Risk Management (Test Your Knowledge Questions)
		Unit 5: 77-80	5.10 - 5.10.1	4	5.10 Safety (Test Your Knowledge Questions)
T		Unit 5: 81-90	5.11 - 5.11.4	10	5.11 Employee Health
W		Unit 5: 90-100	5.11.5 - 5.11.8	11	5.11 Employee Health (cont) (Test Your Knowledge Questions)
TH		Unit 5: 101-111	5.12 - 5.12.4	11	5.12 Security
F		Unit 5: 111-121	5.12.5 - 5.12.6	11	5.12 Security (cont) (Test Your Knowledge Questions)
		Review Unit 5 & Take Practice Exams			Scores:
S		CATCH UP & REVIEW			
REVIEW TIME					
		REVIEW			
		COMPREHENSIVE EXAMS			Scores:
		REVIEW			
		RETEST/REVIEW			
		As Scheduled			PASS EXAM!!!