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SPHR Exam Secrets Study Guide: SPHR Test Review for the Senior Professional in Human Resources Certification Exam

SPHR Exam Secrets Test Prep Team

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*****Includes Practice Test Questions*****

Get the test prep help you need to become a Senior Professional in Human Resources (SPHR).

The SPHR exam is extremely challenging and thorough test preparation is essential for success. ***SPHR Exam Secrets Study Guide*** is the ideal prep solution for anyone who wants to pass the SPHR exam.

Not only does it provide a comprehensive guide to the SPHR exam as a whole, it also provides practice test questions as well as detailed explanations of each answer.

SPHR Exam Secrets Study Guide includes:

- A comprehensive overview of the knowledge necessary to be certified as a senior professional in human resources
- An examination of strategic business management
- A review of workforce planning and employment
- An analysis of human resource development
- An extensive look at the concept of total rewards
- A detailed guide to employee and labor relations
- A complete study of risk management practices and techniques
- Comprehensive practice questions with detailed answer explanations

It's filled with the critical information you'll need in order to do well on the test the concepts, procedures, principles, and vocabulary that the Human Resource Certification Institute (HRCI) expects you to have mastered before sitting for the exam.

The Strategic Business Management section includes:

- Mission vs. vision statement
- Measuring performance
- Financial statements
- Developing strategic plan
- Project management
- Types of analysis
- Change management

The Workforce Planning and Employment section includes:

- Discrimination
- Affirmative Action Plans (AAP)
- Changing labor needs
- Recruiting process

- Types of validity
- Employee orientation

The Human Resource Development section includes:

- ADDIE Model
- Interventions
- Quality management
- Learning styles
- Career development
- Performance management
- Appraisals

The Total Rewards section includes:

- Types of rewards
- Total rewards strategy
- Important legislation
- Job evaluation techniques
- Pay structures
- Compensation and benefits

The Employee and Labor Relations section includes:

- Employment-at-will
- Discrimination charges
- Organizational culture
- Progressive discipline
- Important legislation
- Collective bargaining process

The Risk Management section includes:

- Identifying potential risks
- Occupational Safety and Health Administration (OSHA)
- Important legislation
- Stress
- Substance abuse program
- Emergency response plans
- Employee privacy policy

These sections are full of specific and detailed information that will be key to passing the SPHR exam. Concepts and principles aren't simply named or described in passing, but are explained in detail. The guide is laid out in a logical and organized fashion so that one section naturally flows from the one preceding it. Because it's written with an eye for both technical accuracy and accessibility, you will not have to worry about getting lost in dense academic language.

Any test prep guide is only as good as its practice questions and answers, and that's another area where our guide stands out. Our test designers have provided scores of test questions that will prepare you for what to expect on the actual SPHR exam. Each answer is explained in depth, in order to make the principles and reasoning behind it crystal clear.

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