

HR CERTIFICATION

Define yourself as an
HR Leader



Every Thursday | 2/7/19 – 5/2/19 | 6:30 pm – 9:30 pm | AJC: 223 Perimeter Center Pkwy Atlanta, GA 30346

| Schedule | Learning Focus |
|-----------------|--|
| Week 1: | Orientation to Course |
| | Receive Books |
| | Online Learning System Tutorial |
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| Week 2: | Leadership & Navigation |
| | Ethical Practice |
| | Relationship Management |
| | Communication |
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| Week 3: | Global & Cultural Effectiveness |
| | Business Acumen |
| | Consultation |
| | Critical Evaluation |
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| Week 4: | US Employment Law and Regulations |
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| Week 5: | HR Strategic Planning |
| | Talent Acquisition |
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| Week 6: | Employee Engagement and Retention |
| | Learning and Development |
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| Week 7: | Total Rewards |
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| Week 8: | Structure of the HR Function |
| | Organizational Effectiveness and Development |
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| Week 9: | Workforce Management |
| | Employee and Labor Relations |
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| Week 10: | Technology Management |
| | HR in the Global Context |
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| Week 11: | Diversity and Inclusion |
| | Risk Management |
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| Week 12: | Corporate Social Responsibility |
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| Week 13: | Timed In-Class Final |