

WORLD CLASS HUMAN RESOURCES



Certified International Human Resource Manager (CIHRM)

**March 5-7, 2021
Virtual ZoomClass**

12 to 5pm, China, Malaysia, and Singapore time. This is GMT +8. Dubai and most of the Middle East is GMT +4. Check the “World Clock” for the time in your area.

CURRICULUM FOR DAY ONE

Module 1: Role and Evolution of Human Resources

- History & Evolution
- HR Roles: Ulrich Model
- HR's Role in Strategic Planning
- HR as a Business Partner
- Future Evolution of HR

Module 2: Strategic HR Planning

- Tactical vs Strategic HR
- HR Strategic Plans
- Strategic Workforce Planning
- Talent supply & Demand model

Module 3: Leadership & Power

- Definition and Evolution
- Types of Leadership
- Traditional Models
- Emerging Models

Module 4: Ethics

- Core Concepts
- Ethics Vs. the Law
- Ethical Dilemmas
- Ethical Leadership

Module 5: Motivation

- Theories of Motivation
- Herzberg
- Alderfer
- Maslow
- McClelland
- Theory X & Theory Y

Module 6: Decision Making

- Definitions
- Types of Decisions
- Steps in Decision Making
- Decision-Making Models

Module 7: HR Analytics & Artificial Intelligence

- Big Data & Algorithms
- Machine Learning
- Natural Language Processing
- Augmentation Vs Automation
- Descriptive, Predictive Analytics
- The Types of Analysis
- Business Case for A.I. in HR

CURRICULUM FOR DAY TWO

Module 8: New Models of Performance Management

- History & Purpose
- Methods of Rating & Ranking Performance
- Rating & Ranking Pros and Cons
- Issues & Limitations
- Evolution and Current State
- Coaching, Feedback, & Active Listening

Module 9: Teams & Teamwork

- Teams Vs. Groups
- Types of Teams and Groups
- What Makes a Good Team?
- Team Leadership

Module 10: Talent Acquisition

- Understanding the Generations
- Elements of Talent Acquisition
- Talent Acquisition Model
- Steps in Recruitment
- Attracting & Engaging Candidates
- Employment Branding and Employee Value Proposition
- Sourcing Candidates
- Internal Recruitment & Mobility
- Employee Referrals
- Campus Recruiting
- Automation of Recruitment
- Artificial Intelligence and Recruitment

Module 11: Assessment & Selection

- Methods of Screening & Assessment
- Tests & Technology for Assessment
- Validity of Various Assessment Methods
- Interviewing Pros and Cons
- The Use of A.I. in Recruitment
- Automated & Passive Assessment
- Quality of Hire/Predicting Performance
- Future of Work and Talent Acquisition
- Potential of Automation and Robots Replacing Workers
- 21st Century Recruiting & HR Skills

CURRICULUM FOR DAY THREE

Module 12: Employee Development and Career Planning

- Training Vs. Development
- Emerging Models of Development
- Internal Mobility and Employee Development
- Fundamentals of Career Planning

Module 13: International HR & Cultural Competency

- Managing a Global & Diverse Workforce
- Types of International Organizations
- HR Organizational Models
- Understanding Differences
- Dealing With Cultural Dilemmas
- Cross Cultural Leadership

Module 14: Compensation & Benefits

- Types of Compensation
- Direct Vs. Indirect Pay
- Stock Options
- Profit Sharing Models
- Benefits & Costs

NOTE

Each session runs for 5 hours. This includes discussion and breaks.

The exam will be given online immediately after the class and students will have one week to complete it. It is 80 multiple choice questions. A score of 60% is required to pass. There will be time allowed prior to the exam for review.

Tuition of \$1,250 covers 3 days of training, Electronic Study Guide, Testing (Online 80 question multiple choice certification exam), Certification certificate, and express mail shipment of certification. Additional certification as Certified International Human Resource Manager (CIHRMP) is available to successful applicants for an additional \$200 fee.

ABOUT THE TRAINER

Kevin Wheeler is an entrepreneur, teacher, consultant to many Fortune 500 companies, as well as a noted author. He has founded a number of organizations including the Future of Talent Institute, Global Learning Resources, Inc. and the Australasian Talent Conference, Ltd. The Future of Talent Institute provides research, white papers, and a forum for senior talent leaders to learn, discuss, and share with each other their best practices, success stories and problems. The essence of the Future of Talent is to bring smart people together with experts and researchers and probe at the edges of talent trends to see what emerges. In 1998, he founded and is the President of Global Learning Resources, Inc. which focuses on helping organizations architect long lasting and flexible talent strategies.



Kevin's consulting practices takes him all over the globe where he sees, firsthand how the impact of economics, education, diversity, and age affects talent and how it is valued and appreciated.

He is the author of hundreds of articles on talent management, career development, recruiting, human capital, leadership and on corporate universities and learning strategies. He works in a wide variety of countries.

His latest book is entitled The Corporate University Workbook: Launching the 21st Century Learning Organization. He is currently writing a book on the future of talent acquisition.

He has served as adjunct faculty at the University of San Francisco and on the business faculty at San Francisco State University.

His contact email is kwheeler@futureoftalent.org



ABOUT THE INSTITUTE

American Certification Institute (ACI) is a premier professional certification institute well-known in the United States and the world. It was founded in the USA in 1999. Its Corporate Headquarters is in Lewes, Delaware, USA and it has numerous alliance partners in the US, China, Dubai, Singapore, Malaysia, Egypt, Lebanon, Poland, Jordan, India and other countries. These alliance partners represent ACI in their respective countries and conduct ACI programs in collaboration with ACI. ACI is dedicated to helping train the leaders of tomorrow for personal professional certification. ACI provides training, testing, and certification issuance for a number of important business-related programs, and does training for certifications issued by the International Purchasing and Supply Chain Management Institute and other professional institutes in the US. ACI is affiliated with IPSCMI, the International Purchasing and Supply Chain Management Institute.

WHY CERTIFY?

The Certified International Human Resource Manager (CIHRM) is a global, competency-based credential that is designed to validate managerial-level core HR knowledge and skills. The credential demonstrates mastery of generally accepted HR principles in strategy, policy development, service delivery, technical and operational HR principles.

ELIGIBILITY REQUIREMENTS

A minimum of 3 years of professional-level experience in an HR position with a Bachelor degree or global equivalent

EXAMINATIONS

Multiple Choice,

80 Questions

3 hours length

Exam will be given online to students immediately after the course and they will have one week to complete it. Estimate 2-3 weeks after the course we will express the certifications to the participants who passed the exam).

CIHRM DESIGNATION

Successful candidates (passed the test with minimum score 60) are granted the designation of CIHRM. The designation CIHRM may be used just as similar recognitions are employed in finance, accounting, insurance, medicine, law, and other professions. Either the full expression or the initials may be used after the individual's name on business cards, stationery, etc. For an additional fee the Level 1 Certification (CIHRMP) is available.

CERTIFICATION CYCLE

Individuals who have earned a certification designation are required to be recertified every five years in order to ensure that HR professionals have up-to-date information and understand changes in the profession



ACI COURSE REGISTRATION FORM

US ADDRESS
16192 Coastal Highway
Lewes, Delaware, 19958
Tel: (302) 570-0886
Fax: (415) 651-8884
E-Mail: admin@amcertinst.org

INSTRUCTIONS:

Please type or print to ensure your answers are legible.
Please make your payment by money transfer or credit card after your application has been approved. Application fees are *non-refundable*.
Applications will be reviewed for eligibility by the administrator. All information provided is confidential, kept secure and used for the sole purpose of the certification process.
Please send your registration form by email to ACI at admin@amcertinst.org or by fax at 415-651-8884. Should you have any questions, contact ACI by email at admin@amcertinst.org or by phone at 302-570-0886.

PERSONAL DATA

Name:	Position:	Organization/Institution:
Tel:	Email:	Address:

EDUCATIONAL DATA

DATES	MAJOR/ DEGREE	SCHOOL/INSTITUTION

FEES/PAYMENT

Please make your payment by money transfer or credit card after your application has been approved.

Payment Information:

Certified International Human Resource Manager (CIHRM)

5, 6, 7 March 2021| World-Wide Virtual (Zoom) Class

CIHRM training fee, testing fee, certification fee and express shipment fee (\$1250) _____
Certified International Human Resource Management Professional (CIHRMP) certification fee (\$200) _____
Payment Method: Money Transfer Credit Card

*You can wire your funds to our bank account or you can send us a credit card payment at <http://www.amcertinst.org/list.htm> .
If you wish to wire the funds, please email us to get the wiring instructions.*

APPLICANT AGREEMENT

I have carefully read the enrollment procedures governing research certification by ACI. I have carefully read the application instructions. I understand that my fee is NON-REFUNDABLE and that it may be the judgment of the Administrator(s) that my qualifications are insufficient for the grade of certification for which I am applying. I certify that the above information given by me is true.

Applicant's Signature _____ Date Signed _____