



# **PHR Exam Secrets Study Guide: PHR Test Review for the Professional in Human Resources Certification Exams**

*PHR Exam Secrets Test Prep Team*

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

**Get the test prep help you need to become a Certified Professional in Human Resources (PHR).**

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

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

*PHR Exam Secrets Study Guide* includes:

- A thorough review of the PHR exam
- A breakdown of strategic business management
- A guide to workforce planning and employment
- An analysis of human resource development
- An examination of total rewards
- An in-depth overview of employee and labor relations
- A breakdown of risk management
- 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 and Vision statements
- Accounting and financial business metrics
- Marketing and sales metrics
- Operations and business development metrics

**The Workforce Planning and Employment section includes:**

- Discrimination and unlawful employment practices
- ADA
- Discrimination claims and lawsuits
- Workforce planning
- Recruiting

**The Human Resource Development section includes:**

- US Patents

- Training
- Organizational culture and development
- Quality management
- Career development
- Performance management

**The Total Rewards section includes:**

- Employees and independent contractors
- FLSA
- Job evaluations
- Pay structure
- Medicare
- Benefits

**The Employee and Labor Relations section includes:**

- Defamation
- Contracts
- Good faith and fair dealing
- Settling discrimination charges
- Encouraging communication and involvement
- Unions


**The Risk Management section includes:**

- OSHA
- Physical health hazards
- Stress
- Employee assistance programs
- Safety and health management plans

These sections are full of specific and detailed information that will be key to passing the PHR 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 PHR exam. Each answer is explained in depth, in order to make the principles and reasoning behind it crystal clear.

We've helped thousands of people pass standardized tests and achieve their education and career goals. We've done this by setting high standards for our test preparation guides, and our *PHR Exam Secrets Study Guide* is no exception. It's an excellent investment in your future.

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