

# 2017 SHRM LEARNING SYSTEM

## SHRM Guam Chapter 2017 Study Group Facilitated by Katherine Dote, SHRM –SCP, SPHR

### Commit to Your Career

Establish yourself as a globally-recognized HR expert in 2017 by earning your SHRM Certified Professional (SHRM-CP®) or SHRM Senior Certified Professional (SHRM-SCP®) certification. Prove your value to colleagues and employers with the credentials built on the SHRM BoCK™, which defines the standards for knowledge, strategies and competencies required for effective HR professionals around the world.



### 2017 SHRM-CP and SHRM-SCP Winter Exam Schedule December 1, 2017—February 15, 2018

Application Acceptance Begins May 15  
 Application Deadline October 20  
 Late Application Deadline November 10

Join SHRM Guam Chapter's 2017 Learning System Study Group.  
 Enrollment deadline is **August 15, 2017.**

Visit us at [guam.shrm.org](http://guam.shrm.org)  
 or email us at [shrm.guam.chapter@gmail.com](mailto:shrm.guam.chapter@gmail.com)

### Choose Expert Leadership and Guidance

As a SHRM Chapter, our certification prep study group utilizes the 2017 SHRM Learning System, giving you access to the most comprehensive, effective and up-to-date exam preparation tools available.



SHRM Guam Chapter is utilizing the skills of Katherine Dote, SHRM-SCP and SPHR using the 2017 SHRM Learning System to help advance your career. Our study group provides the following benefits:

- Ensure that you understand and can apply the material tested on the exam
- Keep on track with your HR studies
- Discuss topics with peers from diverse backgrounds
- Grow your professional network

### Expert guidance for SHRM-CP/SHRM-SCP exam success.

Study Group Details: 12 Sessions  
 When: September 9—December 2, 2017  
 Where: Pacific Star Resort & Spa Training Rm  
 Cost: \$800 inclusive of 2017 SHRM LS.

Rebates of up to \$204 for class completion.  
 Awards of up to \$150 for passing the exam.  
 See registration form for details.



The 2017 SHRM Learning System delivers the most comprehensive, flexible and effective SHRM-CP and SHRM-SCP exam preparation.

Designed using a proven approach for teaching adult learners, this system helps you understand, apply and engage with behavioral competencies and HR Knowledge. Online learning modules, based on the SHRM BoCK, and interactive study tools, testing knowledge and decision making skills, are incorporated into the study process. There's no better way to successfully prepare for the SHRM certification exams.



## The Complete Solution for SHRM Certification Exam Success

The program delivers an effective experience to help streamline studies while accelerating learning. Real-life situations are infused into the study process for better understanding, application and engagement with HR competencies.



- ▶ Study with learning modules that provide an in-depth exploration of the knowledge domains and behavioral competencies tested on the SHRM exams. The module content is embedded online, available in downloadable e-reader format and in print.
- ▶ These steps allow you to engage with interactive online study tools to create a personalized path to success:

### » Assess Your Current Knowledge

Complete the online assessment to determine current knowledge and identify areas for improvement. Map your road to success with a personal SmartStudy plan.

### » Study Your Way to Success

Read the four learning modules, which align with the 2017 SHRM BoCK, review quickstart videos to get an overview of the foundational elements for each behavioral competency, and study the flashcards.

### » Apply What You Have Learned

Utilize over 1,500 practice questions to assess your competencies and understanding, and engage in Competencies in Action activities that you put you in the role of a HR professional who is faced with unique challenges.

### » Pass Your Exam with Confidence

Complete the post-test, which mimics the SHRM-CP/SHRM-SCP exam format and weighting, and review test-taking tips before you sit for your exam.

**Don't delay!**  
**Registration deadline is**  
**August 15, 2017**

SHRM GUAM CHAPTER  
PO BOX 81  
HAGATNA, GUAM 96932

Enroll in **SHRM Guam Chapter's** SHRM Learning System study group today by visiting [guam.shrm.org](http://guam.shrm.org). For more information, contact **Diane Shjegstad** by sending an e-mail to [shrm.guam.chapter@gmail.com](mailto:shrm.guam.chapter@gmail.com).



## SHRM Guam Chapter Study Group Registration Form

Participant Information					
Name:	First	Last	Middle		
Mailing Address:					
Business Address:					
Primary Number:		Type:	<input type="checkbox"/> Work	<input type="checkbox"/> Cell	<input type="checkbox"/> Home
Secondary Number:		Type:	<input type="checkbox"/> Work	<input type="checkbox"/> Cell	<input type="checkbox"/> Home
Email Address:					
SHRM Member ID:					

Participation Type & Fees			
<p>Note: The 2017 SHRM Learning System will be provided to students registered for the class and is yours to keep as part of the cost of attendance. The 2017 SHRM Learning System will help to expand your human resource knowledge and skills to prepare you to take the SHRM Certified Professional (SHRM-CP) or the SHRM Senior Certified Professional (SHRM-SCP) exam. SHRM Guam Chapter members or other Participants who already own the 2017 SHRM Learning System will meet the criteria for this class and receive the reduced rate for participation.</p>			
<input type="checkbox"/>	SHRM Guam Chapter Member	\$800	<input type="checkbox"/> SHRM Guam Chapter Nonmember \$800
<input type="checkbox"/>	Guam Chapter Member w/ 2017 SHRM Learning System	\$200	<input type="checkbox"/> Guam Chapter Nonmember w/ 2017 SHRM Learning System \$200

Method of Payment		
<input type="checkbox"/> Cash	<input type="checkbox"/> Check	<input type="checkbox"/> Card (Online via PayPal ONLY)
<p>Class size is limited, and payment is due by August 15, 2017. Registration is not complete until payment is received. Those opting to pay by card will receive an invoice sent to the email address provided above. No refunds will be given after August 15, 2017</p>		

Participation Agreement	
<p>Please return this form and the attached survey, along with payment, to: SHRM Guam Chapter: P.O. Box 81, Hagatna, GU 96932. For any inquiries, please contact us via email at <a href="mailto:shrm.guam.chapter@gmail.com">shrm.guam.chapter@gmail.com</a></p>	
<p>By signing below, I agree to attend the classroom sessions as set by the chapter and the facilitator and confirm my participation in the Guam Chapter SHRM-CP/SCP Study Group. I understand and accept the terms and conditions of participation, as identified above.</p>	
<p>_____</p> <p>Signature</p>	<p>_____</p> <p>Date</p>



## Pre-Class Survey

1. Number of years you have worked in the human resource field:

- Less than 2 years       2-5 years       6-8 years  
 9-12 years       More than 12 years

2. How would you classify yourself in terms of your HRM background?

- A generalist       A specialist

If you classify yourself as a specialist, what is your area(s) of specialty? \_\_\_\_\_

\_\_\_\_\_

3. Do you have a degree in human resources or a related field?  Yes       No

If yes, in what field is your degree? \_\_\_\_\_

4. Are you a member of SHRM?  Yes       No

5. In which of the following areas do you feel **most** confident of your current level of knowledge?  
(Check all that apply.)

- |   |  |
|---|--|
| <input type="checkbox"/> HR generalist                | <input type="checkbox"/> Employee relations                        |
| <input type="checkbox"/> Employment/recruitment       | <input type="checkbox"/> Communications                            |
| <input type="checkbox"/> Benefits                     | <input type="checkbox"/> EEO/affirmative action                    |
| <input type="checkbox"/> Compensation                 | <input type="checkbox"/> Human resource information systems (HRIS) |
| <input type="checkbox"/> Labor/industrial relations   | <input type="checkbox"/> Research                                  |
| <input type="checkbox"/> Training and development     | <input type="checkbox"/> Consultant                                |
| <input type="checkbox"/> Organizational development   | <input type="checkbox"/> Administrative                            |
| <input type="checkbox"/> Legal                        | <input type="checkbox"/> International HRM                         |
| <input type="checkbox"/> Health, safety, and security | <input type="checkbox"/> Diversity                                 |
| <input type="checkbox"/> Employee assistance programs | <input type="checkbox"/> Other: _____                              |

6. What is your primary purpose in taking the SHRM Learning System course? (Check only one.)

- General professional development  
 Preparation for the SHRM-CP Certification Examination  
 Preparation for the SHRM-SCP Certification Examination  
 Recertification credits

7. In addition to achieving your major purpose, which of the following are particularly important to you in taking this course? (Check all that apply.)

- Having access to an instructor who is highly knowledgeable in the field  
 Developing a network of other individuals in HRM  
 Sharing experiences and learning from the experiences of others  
 Applying HRM theory to practical, work-related situations  
 Discovering additional sources of information on HRM





## **Additional Incentives for Study Group Participants**

In order to promote Certification in our local community to SHRM Guam Chapter members and non-members alike, the Board of Directors of SHRM Guam Chapter has recommended that certain incentives be provided to participants of the 2017 SHRM Guam Study Group.

- The SHRM Guam Chapter Board is offering a rebate of \$ 204.00 for participants who complete the full 12 session study group.
- The SHRM Guam Chapter Board is offering an award of \$150.00 for participants who complete the full 12 session study group, register and take the SHRM- SCP or the SHRM-CP exam during the winter window 2017, and receive a passing score on the exam.

This rebate and award represents the Board's commitment to increasing the number of SHRM-CP and SHRM-SCP certified persons on Guam and the Pacific region.

In return, we ask for your commitment and cooperation in preparing adequately for study group sessions. We ask for your feedback in the form of surveys and comments that we can use to develop additional study group sessions in the future. And finally, we ask you to advise us if you register for the exam, and the results once the exam has been completed. As much as possible, we will survey responses and exam information confidential. We would like to publicly recognize those who complete and pass the study group as well as those who complete and pass the exam.

We emphasize that this is a study group, and is facilitated by a member of our chapter with senior management experience and experience in providing quality instruction. As with any study group however, you will only get out of it what you put in. This is not a regular class. Students should be prepared to have read all the material in advance of the sessions to be able to fully participate and appreciate the examples being discussed. Because of the fast paced nature of the study group, you should not be surprised that the instructor moves quickly through the material.

Our deadline for submission of your application allows for time for the materials to be shipped to Guam and delivered to you in advance of the study group sessions so you will have time to read the material **BEFORE THE STUDY GROUP BEGINS.**