

Introduction to SHRM Learning System® for SHRM-CP/SHRM-SCP

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The SHRM-CP and SHRM-SCP certifications signify mastery of the HR competencies and knowledge that are defined in the SHRM Body of Competency and Knowledge (BoCK).



The SHRM BoCK is the basis for the SHRM credentials. It:

- Draws heavily on the SHRM Competency Model.
- Describes the Behavioral Competencies and HR Functional Areas needed for effective job performance.
- Explains what HR professionals need to know and how they apply this expertise to perform effectively in the workplace.

The exams and the SHRM Learning System are built upon this foundation.

Technical Competency

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The SHRM BoCK Technical Competency is **HR Expertise**, knowledge of the principles, practices, and functions of effective HR management. It comprises three knowledge domains made up of 15 HR Functional Areas.



Behavioral Competencies

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The eight Behavioral Competencies reflect the way HR professionals apply their technical expertise.



Which Certification Is Right for You?

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SHRM-CP

For HR professionals who are primarily engaged in operational roles

SHRM-SCP

For HR professionals at a senior level who operate primarily in a strategic role

See *Certification Handbook* for more information on which certification to pursue.

CREDENTIAL	Less than a Bachelor's Degree*		Bachelor's Degree		Graduate Degree	
	HR-RELATED PROGRAM	NON-HR PROGRAM	HR-RELATED DEGREE	NON-HR DEGREE	HR-RELATED DEGREE	NON-HR DEGREE
SHRM-CP	3 years in HR role	4 years in HR role	1 year in HR role	2 years in HR role	Currently in HR role	1 year in HR role
SHRM-SCP	6 years in HR role	7 years in HR role	4 years in HR role	5 years in HR role	3 years in HR role	4 years in HR role

*Less than a bachelor's degree includes: working toward a bachelor's degree; associate's degree; some college; qualifying HR certificate program; high school diploma; or GED.

Exam Overview

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- Computer-based testing
- Two exam windows: May 1–July 15, 2017;
December 1, 2017–February 15, 2018
- Four hours to complete 160 questions

Breakdown of Testing Time

Confidentiality agreement	2 minutes
Introduction and tutorial	8 minutes
Exam	4 hours
Survey	5 minutes

Taking the Certification Exam

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SHRM-CP and SHRM-SCP

- 160 questions
 - 95 stand-alone knowledge-based questions
 - 65 situational judgment items

* Note that both exams include some “field test” items that do not count toward a candidate's final score.

Questions appear in “clusters” of items. You will first see a “cluster” of knowledge items, then a “cluster” of SJ items, etc. There are approximately five “clusters” on the test.

Types of Items

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HR-Specific Knowledge Items

Cover key concept topics associated with the 15 HR Functional Areas.

Examinees receive credit for selecting the correct answer to a given question; otherwise, no credit is awarded.

Foundational Knowledge Items

Cover key concept topics considered foundational to the eight Behavioral Competencies.

Examinees receive credit for selecting the correct answer to a given question; otherwise, no credit is awarded.

Situational Judgment Items

Assess candidates' judgment and decision-making skills

Examinees are presented with realistic work-related scenarios and asked to choose the best strategy to address the issues.

Field-Test Items

Allows the gathering of data on a question's effectiveness before it is included on future exams as a scored item.

Examinees' answers to field-test items do not count toward any part of their exam scores.

Distribution of Items

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Behavioral Competency Clusters	Percent of Questions	Item Type
	13%	Situational Judgment (40%) Foundational Knowledge (10%)
	18.5%	
	18.5%	
HR Knowledge Domains (HR Expertise)	Percent of Exam	Item Type
	People—17%	HR-Specific Knowledge (50%)
	Organization—17%	
	Workplace—16%	

SHRM Learning System for SHRM-CP/SHRM-SCP

2017 SHRM LEARNING SYSTEM FOR SHRM-CP/SHRM-SCP

- Based on the SHRM BoCK
- Designed to help students pass exam for both certifications
- Developed with the input of global HR professionals
- Incorporates learning modules and online learning system for exam preparation



Four modules:

- *HR Competencies*
- *People*
- *Organization*
- *Workplace*

Accessible via
embedded
e-reader or
downloadable to
e-reader for access
on the go.

Content features:

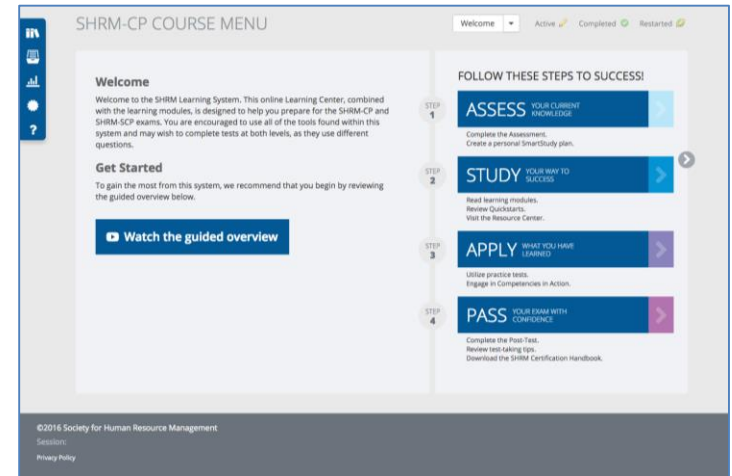
- Section progress checks
- Key points
- References to websites with additional information
- “Competency Connection” vignettes
- Module index, glossary, bibliography

ASSESS—Use assessment and SmartStudy.

STUDY—Content for reading, Quickstarts, flashcards.

APPLY—Competencies in Action, Situational Judgment and Knowledge Tests.

PASS—Post-test, test-taking tips, *Certification Handbook*.



Resources

2017 SHRM LEARNING SYSTEM FOR SHRM-CP/SHRM-SCP

- SHRM Learning System—Online Learning Center: learnhrm.partnerrrc.com
- SHRMcertainment.org
- Prometric.com/shrm