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Note generali	Includes one folded tear-out page of HRCI test specifications. "Updated for the 2012 exams"--Cover. Includes index.
Nota di contenuto	Certifying human resource professionals -- Core knowledge requirements for HR professionals -- Business management and strategy -- Workforce planning and employment -- Human resource development -- Compensation and benefits -- Employee and labor relations -- Risk management.
Sommario/riassunto	If you want to validate your skills as a Human Resources profession, you need to earn your PHR or SPHR certification. This guide will help you prepare for the 2012 exams, covering the key functional areas with which you need to be familiar.