



Improve the skills of your HR professionals



HR Professional KnowledgeCenter™ Portal

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In today's fast paced corporate environment, it is not enough to simply provide learning resources to support your HR professionals. Time is too valuable and resources are stretched too thin. Your work force is your single biggest investment and it is imperative that your team gets the information it requires in a way that matches the urgency of the need.

SkillSoft's HR Professional KnowledgeCenter enables hands on learning, providing more than courses and books—it introduces an array of resources designed and chosen to challenge and motivate every learner on your team.

This one stop portal allows your learners to access a diverse array of information, including articles, courses and online books specifically chosen by experts to facilitate learning regardless of skill level. Additionally, the HR Professional KnowledgeCenter includes hands on SkillSims, useful job aids and SkillBriefs for your human resource professionals to learn and use new skills in a real-world environment.

A Focus On Performance

The HR Professionals KnowledgeCenter provides resources for:

- Employees needing key recruiting and interviewing skills
- Employees implementing HR policies
- Employees seeking PHR and SPHR certifications

What is a KnowledgeCenter?

A SkillSoft KnowledgeCenter is a single, focused interface where your HR professionals can receive instant and ongoing skill development and performance support. The KnowledgeCenter offers a breadth of targeted learning resources including formal learning paths; informal, on-the-job learning; access to experts, and a range of other resources. These tools and resources are carefully selected by SkillSoft subject matter experts and presented in a user-friendly environment that allows your learner instant access to trusted content.

Reference Area

The Reference Area of the HR Professional KnowledgeCenter includes:

- View selected or all Books24x7® titles that pertain to human resources
- Search & Learn access to all assets in the KnowledgeCenter

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Behavioral-based Interviewing Roadmap

Complete each course in the recommended order to create a comprehensive learning experience. Alternatively, you can intersperse coursework with targeted reading, or complete the courses and refer to the reading list afterwards.

Learning Path

- Building a Firm Foundation
- Screening Applicants
- Preparing for the Behavioral Interview
- Conducting the Behavioral-based Interview
- Preparing as the Interviewee
- Experiencing the Behavioral-based Interview
- Behavioral Interviewing Simulation

Related Material

- High-Impact Interview Questions

Human resources professionals can easily access the resources they need to continue their own professional development.

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If you're interested in hiring and recruitment practices, HR policies and their implementation, or pursuing HR certifications, there's a structured learning roadmap specifically designed to meet your needs. To access a roadmap and get straight to your training program, select a link in one of the three collections below.

To learn key recruitment and interviewing skills, start here

Learn the foundational knowledge for the hiring and interviewing process.
Essentials of Interviewing and Hiring
Explore two aspects of recruitment as one component of a sustainable talent management strategy. Also explore the elements of a high-retention organization and the procedure for implementing a successful retention strategy.
Recruiting and Retention Strategies
Learn the concept of talent management as an overriding strategy for an organization.
Talent Management Essentials

To learn about implementing HR policies in the workplace, start here

Learn about the strategies and tools that enable you to take charge of your career and keep it on track.
Managing Your Career
Learn methods to foster creativity and innovation among team members and fill your creative toolbox with practical techniques to inspire your own creativity.
Generating Creative and Innovative Ideas
Learn the benefits of being part of a workplace where diversity is embraced.
Diversity on the Job
Learn about the basic tenets of federal employment law regarding sexual harassment, how employees benefit from

To prepare for HRCI certification, start here

Human Resource Certification Institute (HRCI) Certifications
Use these certification roadmaps to prepare for HRCI exams.
PHR® - Professional in Human Resources
SPHR® - Senior Professional in Human Resources



Welcome to SkillSoft's
HR PROFESSIONAL
KnowledgeCenter™

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Selected Books



High-Impact Interview Questions
AMACOM



Smart Hiring at the Next Level: The Complete Guide to Finding and Hiring the Best Employees
Sourcebooks



Creating a Strategic Human Resource Organization: An Assessment of Trends and New Directions
Stanford University Press



Human Resources JumpStart
Sybex

[View All Selected Books](#)

Job Aids

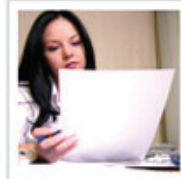
Access convenient resources designed to help you increase job performance.

[Job Description and Specifications Check Sheet](#)

Featured Topic

Challenges and Barriers to Diversity

Industry Articles and Links



[Motives Matter When It Comes to Diversity Training](#)

[Demanding Diversity: Business Needs Driving Emphasis, as Much as Moral Imperatives](#)

[Hofstede's Cultural Dimensions: Understanding Workplace Values around the World](#)

Course Spotlight

Use SkillSoft training to learn about the challenges and barriers to diversity in the workplace.

[Diversity on the Job: The Importance of Diversity and the Changing Workplace](#)

Monthly Challenge

Chen has applied for a promotion, but doesn't think she'll get it because of her ethnicity. See if you can describe the barriers to diversity she's facing and how she can overcome these.

[Take the challenge >>](#)

Featured Topic Archive

Looking for a recent Featured Topic? You can access the last three in the Featured Topic Archive.

[Access the archive >>](#)

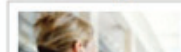
Business Impact Series



Need to know how to align recruitment with job requirements? Want a better understanding of diversity in the workplace? SkillSoft's new Business Impact Series products use engaging, innovative video techniques to analyze issues such as these, dramatizing core elements and delivering practical solutions.



Challenge Series



Challenge Series products are designed to enhance your solution-analysis and decision-

Connect with the Experts



Need expert advice or exam tips? E-mail or chat directly to the professionals in our expert center

Learning Roadmaps



Use targeted skills-improvement and certification roadmaps to achieve your training goals

SkillBriefs

Use these helpful guides to learn about key aspects of HR quickly.

- [Performing Job Analysis](#)
- [Planning Telephonic Interviews](#)
- [Posting a Job Online](#)

Related Resources

- [Society for Human Resource Management](#)
- [Human Resources Certification Institute](#)
- [American Society for Training & Development](#)
- [US Office of Personnel Management](#)

Targeted Training Resources

Practice Zone

The Practice Zone of the HR Professional KnowledgeCenter has rich simulations where users can put their skills to the test in real-world scenarios using our hands-on simulations. Each simulation focuses on different aspects of the applicable subject matter.

Featured Topic

- **Suggested Reading**—Recommended reading on human resources
- **Course Spotlight**—Spotlight on a specific instructional topic within human resources
- **Challenge**—Access to an exercise designed to test skills learned and get feedback from an expert about your solution

Learning Roadmaps

Learning maps based on user's proficiency within human resources, targeting those needing key recruiting and interviewing skills, implementing HR policies and/or seeking PHR and SPHR certifications. Maps include courses, exercises, books, and other learning assets.

Connect with Experts

Chat or e-mail access to experts on human resources certifications.

External Links

Links to information resources and relevant Web sites such as the Society for Human Resource Management, Human Resources Certification Institute, American Society for Training and Development, and the US Office of Personnel Management.

Business Impact and Challenge Series

KnowledgeCenters include two rich, interactive learning resources, Business Impact Series and Challenge Series.

SkillSoft's Business Impact Series is a set of concise, scenario based vignettes created with the learner in mind. Designed to engage the learner in rich content, including video and Flash, they provide key takeaways as well as Web links for additional information, books suggestions from the Books24x7 collection and more.

SkillSoft's Challenge Series is an interactive case study focused on problem discovery and analysis that challenges learners to consider and balance multiple solutions. It is engaging with rich content, including interactive video and Flash.

A solution for everyone

KnowledgeCenters enable users to access the most accurate learning asset to meet their most pressing need. To find out how SkillSoft's Human Resource KnowledgeCenter can help educate and train your HR professionals, please contact your SkillSoft Account Team.

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