



*Institute for Human Resource Management Education*

## 2010 Course titles

### Skill & Certification Course Offerings

<b>Title</b>	<b>Duration (Hours)</b>	<b>Award</b>
Business Etiquette	16	Certificate
Negotiation skills	16	Certificate
Report Writing	16	Certificate
Stress Management	16	Certificate
Time Management	16	Certificate
Goal/KPI Setting	24	iHRME Certificate
Presentation skills	24	iHRME Certificate
Problem Solving and Decision making	24	iHRME Certificate
Team Building	24	iHRME Certificate
Strategic Thinking	24	iHRME Certificate
Supervisory skills	24	iHRME Certificate
Performance & Rewards	24	iHRME Certificate
Finance for non-financial managers	32	iHRME Certificate
HR Generalist Certificate (1)	40	iHRME Professional Certificate
Certificate in Compensation Management (2)	40	iHRME Professional Certificate
Global HR Strategic Management Certificate (3)	40	iHRME Professional Certificate
Certificate in Leadership & HR Decision-Making (4)	40	iHRME Professional Certificate
Advanced Compensation Management Certificate (5)	40	iHRME Professional Certificate
Advanced Staffing and Development Management Certificate (6)	40	iHRME Professional Certificate
Advanced HR Management Certificate (5 + 6)	80	iHRME Professional Certificate

<b>Certifications</b>	<b>Duration</b>	
<b>Certified Professional in HR &amp; Compensation (1+2+3+4)</b>	160	<b>iHRME Professional Certification</b>
<b>Certified Global Compensation Professional (2 + 5)</b>	80	<b>iHRME Professional Certification</b>
<b>Certified Global Staffing &amp; Development Professional (1 + 6)</b>	80	<b>iHRME Professional Certification</b>
<b>Train the Trainer</b>	40	<b>iHRME Professional Certification</b>

- **Certified Professional in Human Resources and Compensation (CPHRC) ®**
- **Certified Global Compensation Professional (CGCP)®**
- **Certified Global Staffing & Development Professional (CGSDP)®**
- **Certified Global Training Professional (CGTP) ®**