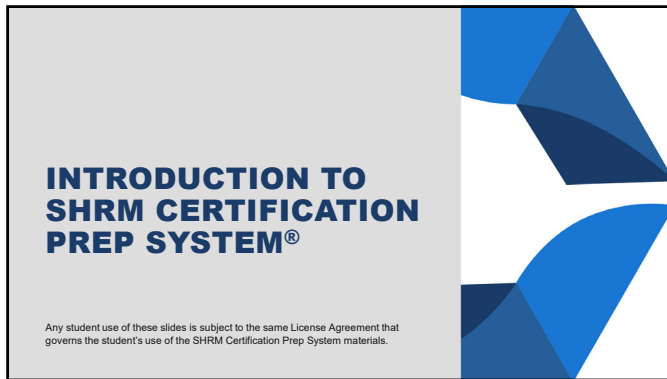
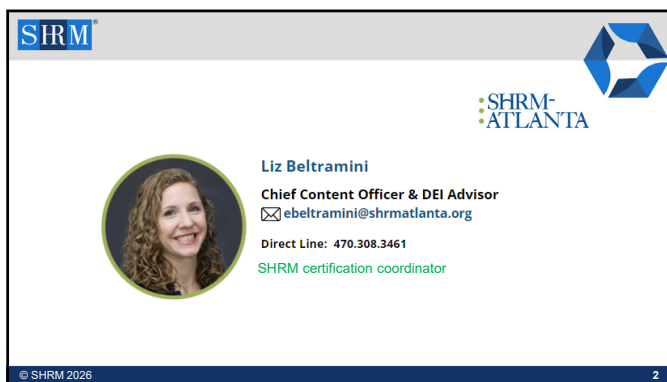
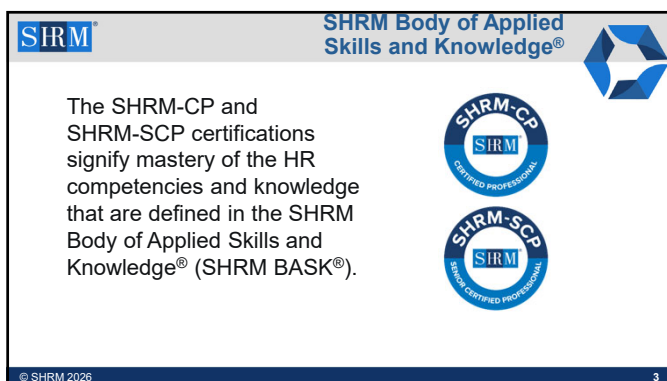




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SHRM® Behavioral Competencies

The eight Behavioral Competencies describe the KSAOs that facilitate knowledge to job-related behaviors.

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SHRM® Which Certification Is Right for You?

SHRM-CP

For individuals who:

- Have general HR-related responsibilities primarily in an operational role, such as implementing policies, serving as the HR point of contact, or performing day-to-day HR functions; or
- Have a working knowledge of HR principles and practices; or
- Are pursuing a career in the field.

SHRM-SCP

For individuals who:

- Have at least 3 years of HR work-related experience primarily in a strategic role (developing policies, overseeing the execution of integrated HR operations, directing the entire HR enterprise, or leading the alignment of HR strategies to organizational goals); or
- Are a SHRM-CP, have held the credential for at least 3 years, and have acquired strategic-level work experience or are pursuing a strategic-level role.

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

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SHRM® Certification Exam Success

Examinees who used both the SHRM Certification Prep System and SHRM BASK® had the highest pass rates.

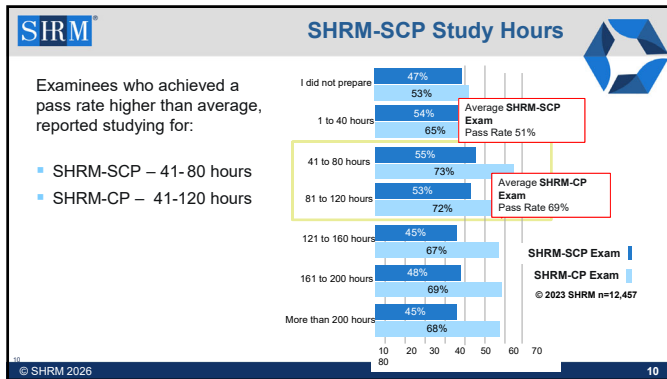
Using both study materials helps with:

- Mastering the content.
- Managing test anxiety.
- Applying an effective test-taking strategy.

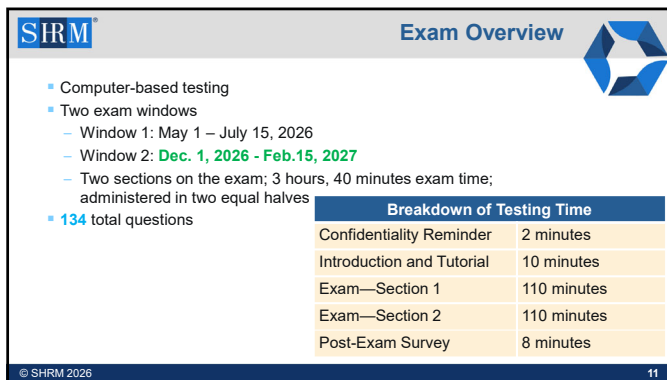
Study Materials Used	Pass Rate
Did not use SHRM BASK or Certification Prep System	61%
Used Certification Prep System only	65%
Used SHRM BASK only	71%
Used both SHRM BASK and SHRM Certification Prep System	75%

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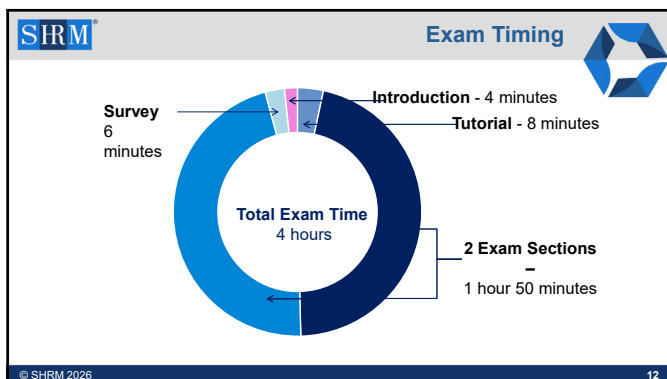
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SIRM Exam Overview, cont.

SHRM-CP and SHRM-SCP

- 134 questions
 - 80 stand-alone Knowledge Items (67 Knowledge Items and 13 Foundational Knowledge Items)
 - 54 Situational Judgment Items

In each of the two sections, questions appear in "clusters."

Section 1: 20 KI/FKI, 27 SJIs, 20 KI/FKI
Section 2: 20 KI/FKI, 27 SJIs, 20 KI/FKI

24 field-test items are sprinkled across the two halves.

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SIRM Exam Item Distribution

40% Situational Judgment
 Scenarios that require the best strategy to address work-related issues

50% HR-Specific Knowledge
 Key concept topics associated with the 14 HR functional areas

10% Foundational Knowledge
 Key foundational topics related to the 8 behavioral competencies

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SIRM Exam Item Types

134 questions

Section 1	Section 2
67 Questions: 20 (Foundational) Knowledge Items (F/KI) 27 Situational Judgment Items (SJI) 20 (Foundational) Knowledge Items (F/KI)	67 Questions: 20 (Foundational) Knowledge Items (F/KI) 27 Situational Judgment Items (SJI) 20 (Foundational) Knowledge Items (F/KI)

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SHRM **Types of Items**

HR-Specific Knowledge Items	Foundational Knowledge Items	Situational Judgment Items	Field-Test Items
Cover key concept topics associated with 14 HR Functional Areas.	Cover key concept topics considered foundational to eight Behavioral Competencies.	Assess candidates' judgment and decision-making skills.	Allow gathering of data on question's effectiveness before included on future exams as scored item.
Examinees receive credit for selecting correct answer to question; otherwise, no credit is awarded.	Examinees receive credit for selecting correct answer to question; otherwise, no credit is awarded.	Examinees are presented with scenarios and asked to choose best strategy to address issues.	Examinees' answers to field-test items do not count toward any part of their exam scores.

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SHRM **SHRM Certification Prep System for SHRM-CP/SHRM-SCP**

- Based on SHRM BASK®
- Designed to help students pass exam for both certifications
- Developed with input of global HR professionals
- Online learning system for exam preparation

MY STUDY PLAN

Examinee Test Preparation
Learning & Reviewing
Practice Exam
Review Exam

Areas for Review

Review your first study session's results. Don't forget to review material with a red circle icon identified as gaps in your knowledge, review or practice areas. Review your exam results and identify areas where you made an error. Identify the topic your confidence was weakest on and practice more. The review and study of these results is your first study plan. It is a guide to start to make better use of the study materials.

COMPETENCIES

Competencies & Knowledge
Behavioral Competencies
Business Knowledge
Management Competencies

Get started on your learning
Get started on your learning
Get started on your learning
Get started on your learning

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SHRM **Learning Content**

Four modules:

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

- Content topics are readable via Topic Groups online.
- Also accessible via downloadable .epub files for access on the go.

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Online Learning Center

- Navigate through the Certification Prep System with:
 - Welcome.
 - Pretest Page.
 - Knowledge Deck.
- Study via customized My Study Plan.

My Study Plan is based on pretest scores.
- Use all tools in the system:

Reading, flashcards, quizzes

Choose a Pretest to Get Started on Your Studies!

To make the most of your studies, select one of the pretests below to get started. Feel free to take the pretests in any order. We encourage you to complete all four to create the most accurate view of strengths and gaps in your knowledge.

Your results on each of the pretests will help create your custom My Study Plan, which will identify your target areas of need to guide and personalize your study time. When you aren't having a successful study, keep it up or stop for the day with that concept on **Repeat**, as those reflect the topics the system has identified as an area to study. Learn more about how the pretests optimize your studying [here](#).

Competencies Pretest

Start

People Pretest

Start

Organization Pretest

Start

Workplace Pretest

Start

My Study Plan

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How to Apply for the Exam

- Visit shrm.org/certification-application.
- Sign in or create an account using your name as it appears on a valid government ID.
- Choose your exam (SHRM-CP or SHRM-SCP) during an open registration window.
- Complete the application. Submit accommodation requests, if needed.
- Sign affirmation and submit payment.
- Receive Authorization to Test (ATT) – usually within 24 hours.
- Schedule your exam via prometric.com/shrm or call 888.736.0134

★ Don't wait! Exam appointments fill up fast—apply ASAP to increase your chances of getting your preferred testing date and location.

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Proctoring Information

Testing options:

- In-person at an authorized testing center

IMPORTANT: Students should be sure to review all information about testing to ensure a successful testing experience.

Students should contact SHRM directly with any questions.

shrmcertification@shrm.org
 US 1-800-283-7476 Outside US +1-703-548-3440

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Resources

- SHRM Certification Prep System—Online Learning Center:
learnhrm.partnerrc.com
- <https://www.shrm.org/credentials/certification/exam-options-fees>

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Cert Hub

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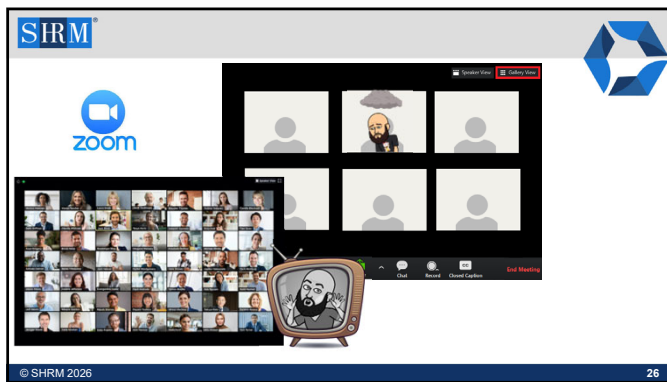
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Detailed Course Outline					
Date	What we'll cover in class	Particulars/Activities	Read	Homework Assignment	Prerequisite
Thursday, August 20, 2026	Orientation	None	Compendium 101-102	Read: Course, People, Org., & Workplace	101
Friday, August 21, 2026	HR Foundations	Compendium	Compendium 103-104	Read: People, Org., & Workplace	101
Thursday, September 3, 2026	HR Foundations	Compendium	Compendium 105-106	Read: People, Org., & Workplace	101
Friday, September 4, 2026	HR Foundations	Compendium	Compendium 107-108	Read: People, Org., & Workplace	101
Thursday, September 10, 2026	HR Foundations	Compendium	Compendium 109-110	Read: People, Org., & Workplace	101
Friday, September 11, 2026	HR Foundations	Compendium	Compendium 111-112	Read: People, Org., & Workplace	101
Thursday, September 17, 2026	HR Foundations	Compendium	Compendium 113-114	Read: People, Org., & Workplace	101
Friday, September 18, 2026	HR Foundations	Compendium	Compendium 115-116	Read: People, Org., & Workplace	101
Thursday, September 24, 2026	HR Foundations	Compendium	Compendium 117-118	Read: People, Org., & Workplace	101
Friday, September 25, 2026	HR Foundations	Compendium	Compendium 119-120	Read: People, Org., & Workplace	101
Thursday, October 1, 2026	HR Foundations	Compendium	Compendium 121-122	Read: People, Org., & Workplace	101
Friday, October 2, 2026	HR Foundations	Compendium	Compendium 123-124	Read: People, Org., & Workplace	101
Thursday, October 8, 2026	HR Foundations	Compendium	Compendium 125-126	Read: People, Org., & Workplace	101
Friday, October 9, 2026	HR Foundations	Compendium	Compendium 127-128	Read: People, Org., & Workplace	101
Thursday, October 15, 2026	HR Foundations	Compendium	Compendium 129-130	Read: People, Org., & Workplace	101
Friday, October 16, 2026	HR Foundations	Compendium	Compendium 131-132	Read: People, Org., & Workplace	101
Thursday, October 22, 2026	HR Foundations	Compendium	Compendium 133-134	Read: People, Org., & Workplace	101
Friday, October 23, 2026	HR Foundations	Compendium	Compendium 135-136	Read: People, Org., & Workplace	101
Thursday, October 29, 2026	HR Foundations	Compendium	Compendium 137-138	Read: People, Org., & Workplace	101
Friday, October 30, 2026	HR Foundations	Compendium	Compendium 139-140	Read: People, Org., & Workplace	101
Thursday, November 5, 2026	HR Foundations	Compendium	Compendium 141-142	Read: People, Org., & Workplace	101
Friday, November 6, 2026	HR Foundations	Compendium	Compendium 143-144	Read: People, Org., & Workplace	101
Thursday, November 12, 2026	HR Foundations	Compendium	Compendium 145-146	Read: People, Org., & Workplace	101
Friday, November 13, 2026	HR Foundations	Compendium	Compendium 147-148	Read: People, Org., & Workplace	101

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CERTIFICATE OF COMPLETION:

- Attendance: You can **only miss 2** classes (excluding orientation night)
- Performance: You must score at least **80%** on all quizzes
- Quizzes must be completed **BEFORE** last day of class (**11/12/2026**)

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SIRM

Most Outstanding Student Award

Considerations & Qualifiers

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SIRM

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C: 850.525.5055

SHRM-ATLANTA

NICE TO MEET YOU!

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SIRM

我很高兴认识你!

- Who are you?
- Who are you with (company)?
- What is your industry?
- What is your company's head count?
- Why are you here?

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