

2022 Courses Pre-Approved for HRCI Credit and SHRM PDCs

Course Title	HRCI Business (Strategic) Credit Hours	HRCI HR (General) Credit Hours	SHRM Professional Development Credits (PDCs)
Assertive Communication in the Workplace		6.5	6.5
Be Like Jiminy: Why HR Should be the Conscience of The Organization (On Demand)	1		1
Building Collaboration and Managing Conflict		14	14
Building Trust From a Distance		2	2
Business Writing for Impact: How to Write So People Will Read		6.5	6.5
Coaching for Development: An Integrated Approach for Managers		7	7
Communicating Assertively		3.25	3.25
Communicating for Results		14	14
Communication Skills		7	7
Conducting Workplace Investigations: Advanced Workshop		6.5	6.5
Culture, Motivation, and Aligning Goals with Strategies		14	14
Defining Employee Success and Managing Expectations		2	2
Diplomacy and Tact		7	7
Diversity – Inclusion Conversations at Work: Step Out or Lean In? - Webinar		1	1
Drug and Alcohol Awareness for Supervisors		1	1
Effective Interviewing and Hiring		6.5	6.5
Effective Training Techniques		7	7
Emotional Intelligence: The Differentiator		3.25	3.25
Emotionally Intelligent Leader		6.5	6.5
Enhance Your Project Management Skills		7.5	7.5
Facing Challenging Conversations on Camera		2	2
Finance and Accounting for the Nonfinancial Leader	2.75		2.75
FMLA Made Simple		7	7
FMLA Made Simple – State Leave Laws and the Interaction Between the FMLA, ADA, Worker’s Compensation and the Pregnancy Discrimination Act (On Demand Post-Work)		0.75	0.75
FMLA Made Simple – The Basics (On Demand pre-work)		0.75	0.75

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Fostering Team Collaboration and Connections		2	2
Frontline Leadership Series Capstone: Tools for Success		7	7
HR and Employment Law Essentials		9.75	9.75
HR as Strategic Business Partner	13		13
HR Metrics: Impacting Business Results	6.5		6.5
HR Overview for HR Assistants		6.5	6.5
HR's Role in Performance Management and Documentation		3.25	3.25
Increasing Your Influence		3.25	3.25
Influencing Others		6.5	6.5
Interviewing Do's and Don'ts - Webinar		1	1
Laying the Foundation for Team Results		2	2
Leading Change and Putting It All Together		7	7
Management Drivers of Employee Engagement		7	7
Mastering Challenging Conversations to Resolve Conflict		3.25	3.25
Metrics Calculations - Webinar	1		1
Motivation and Trust Building		7	7
Negotiation Skills: Producing Win/Win Outcomes		7	7
Onboarding: Creating – Program That Works		3.25	3.25
Organization Development	21		21
Performance Conversations and Coaching Skills		6.5	6.5
Presentation Skills		7	7
Project Management: The Human and Technical View		14	14
Recruiting Essentials		3.25	3.25
Recruiting for Success - Webinar		1	1
Resolving Conflict and Handling Difficult People Problems		7	7
Supervision Fundamentals		21	21
Supervisor and the Law		6	6
Surviving as a New Leader: Making the Transition		7	7



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Total Rewards: Benefits Basics		3.25	3.25
Total Rewards: Compensation Basics		3.25	3.25
Training the Trainer		11	11
Training, Delegating, Coaching, and Managing Performance		21	21
Trust and Influence		14	14
Unlock the Power of DiSC®		3.25	3.25
What's New in Onboarding - Webinar		1	1
Worker's Compensation Essentials for Wisconsin Employers		3.25	3.25
Workload Survival Skills		7	7