HUMAN RESOURCES (HR) TECHNOLOGIES

We train on *your* schedule.

Visible Edge Institute has been providing classroom training for over 30 years and remote training for over a decade. Our flexible, comprehensive training programs are designed to accommodate individuals of **all** skill levels.

As a Licensed Post-Secondary Educational Institution, our training provides students with hands-on experience, in-depth skills in leading applications, and industry-recognized certifications. You'll get the opportunity to earn industry-recognized certifications in all of our programs.

Train remotely or in-center, while maintaining on-demand access to our live instructors. Students can also access training lessons 24/7 for self-study.

Remote Attendance: Remotely tap into our training center to work directly with live instructors on-demand via phone, video call, screen sharing, email, chat or text.

In-Center Attendance: Choose to attend training in our physical training center on your schedule, not ours. Our renovated in-center learning environment utilizes state of the art equipment and modern learning techniques including one-on-one live instructor interactions, digital materials, labs, and project work.

You may qualify to have your entire program paid for, 100%, with no out-of-pocket costs to you. All programs are federally approved by WIOA, Section 30, Trade Adjustment Act, Vocational Rehab, and more.

We are a Veteran Friendly Institution.

® GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). For more information about education benefits offered by the VA, visit the official U.S. government website at http://www.benefits.va.gov/gibill.

GLOBAL HEADQUARTERS

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Ve-I reserves the right to change fees, courses, topics, policies, programs, services and personnel as required. "On-Demand" refers to instructor and facility access during our normal business hours, which are Monday – Friday from 8:00AM to 5:00PM except Federal Holidays and shutdowns. Instructor support is limited to purchased training materials and labs. Remote setup assistance is included.

Gain the skillset necessary to manage an organization's workforce effectively.

VISIBLE EDGE

LEARN HOW TO MANAGE AN ORGANIZATION'S WORKFORCE EFFECTIVELY.

Our Human Resources (HR) Technologies program helps students learn how to manage an organization's workforce successfully.

The program starts with an introduction to human resources - as well as the use of artificial intelligence (AI) in human resources.

The curriculum also reviews important software, applications, programs, technologies, best practices, and industry-related certifications.

Students may also focus on elective topics such as recruitment, diversity, inclusion, training, development, compensation, legal implications, employee relations, conflict resolution, and other parallel topics.

Students also have the option to learn about Artificial Intelligence (AI), ChatGPT, Gemini, and emerging AI technologies applicable to the HR field.

Overall, this program aims to equip students with the education they need to excel within the HR industry.

HIGHLIGHTS...

Throughout the curriculum, there's a strong emphasis on real-world application. This ensures that students not only understand the theoretical aspects of HR, but are also prepared to apply concepts in practical settings.

YOU'LL HAVE THE OPPORTUNITY TO EARN INDUSTRY-RECOGNIZED CERTIFICATIONS, INCLUDING BUT NOT LIMITED TO...

- SHRM-CP®
- aPHR® - Associate Professional in Human Resources
- PHR®- Professional in Human Resources
- SPHR®- Senior Professional in Human Resources
- Leadership Certification
- Microsoft Certifications
- Project Management Certification

CORE CURRICULUM FOR THIS PROGRAM INCLUDES...

- Administrative Human Resources (HR)
- Introduction to HR
- aPHR Preparation & **Certification** or SHRM-CP Preparation & **Certification**
- ChatGPT for Human Resources (HR)
- ChatGPT for Work
- Artificial Intelligence (AI)

ADDITIONAL ELECTIVE TOPICS INCLUDE...

- Recruitment & Selection
- Training & Development
- Compensation & Benefits
- Employee Relations
- Conflict Resolutions
- Performance Management
- Productivity & Time Management
- HR Software & Technologies
- Leadership
- Team Building
- Sourcing Candidates
- Salary & Benefits
- Cybersecurity for HR Professionals
- Employee Engagement & Retention
- Employee Onboarding
- Diversity Equity & Inclusion
- International HR Management
- Globalization in HR
- SHRM, aPHR, PHR, SPHR, & GHPR
- Microsoft Applications (Word, Excel, Outlook, OneNote, Teams, PowerPoint, Sharepoint, OneDrive, etc.)
- *and more.*

To learn more about this program, please visit:
https://www.visible-edge.com/human-resources-technologies/