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**\*\*\*Includes Practice Test Questions\*\*\***

PHR Exam Secrets helps you ace the Professional in Human Resources Certification Exams, without weeks and months of endless studying. Our comprehensive PHR Exam Secrets study guide is written by our exam experts, who painstakingly researched every topic and concept that you need to know to ace your test. Our original research reveals specific weaknesses that you can exploit to increase your exam score more than you've ever imagined. PHR Exam Secrets includes: The 5 Secret Keys to PHR & SPHR Exam Success: Time is Your Greatest Enemy, Guessing is Not Guesswork, Practice Smarter, Not Harder, Prepare, Don't Procrastinate, Test Yourself; A comprehensive General Strategy review including: Make Predictions, Answer the Question, Benchmark, Valid Information, Avoid Fact Traps, Milk the Question, The Trap of Familiarity, Eliminate Answers, Tough Questions, Brainstorm, Read Carefully, Face Value, Prefixes, Hedge Phrases, Switchback Words, New Information, Time Management, Contextual Clues, Don't Panic, Pace Yourself, Answer Selection, Check Your Work, Beware of Directly Quoted Answers, Slang, Extreme Statements, Answer Choice Families; Comprehensive sections including: Certification, Score, Pass Rates, Strategic Management, SWOT, Mission Importance, Formal Planning Systems, External Environment, Workforce Planning, Getting Started, Building Support, Organizational Effectiveness, Ethics, Organizational Structure, Strategic Human Resource Management, Content Valid Recruitment, Selection Procedure, Performance Appraisals, Individual Differences in Organizations, Personality, Attitudes & Behaviors, The Perceptual Process, Training & Development, Managing Work Motivation, Business and Its Environment, Professional Education, Skills Demonstrated, Office Procedures, Management, Communications, and Employability Skills, Marketing, Leadership, Stress Management, Decision Making, and much more...

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