

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) |
|--|--|--------------------------------|--|
| Adaptive Leadership Behaviors - EMS 3 | | 3.75 | 3.75 |
| Applying Project Management Technique to Your Role | | 5.50 | 5.50 |
| Be Like Jiminy: Why HR Should be the Conscience of The Organization (On Demand) | 1.00 | | 1.00 |
| Behavioral Interviewing Techniques | | 5.50 | 5.50 |
| Building Trust and Relationships - PLX 1 | | 7.00 | 7.00 |
| Building Trust from a Distance - LRHT 3 | | 2.00 | 2.00 |
| Business Writing for Impact: How to Write So People Will Read | | 7.00 | 7.00 |
| Capstone: Tools for Success - FL 5 | | 7.00 | 7.00 |
| Coaching Certificate | | 14.00 | 14.00 |
| Coaching for Development: Integrated Approach for Managers | | 7.00 | 7.00 |
| Communicating Assertively | | 3.25 | 3.25 |
| Communicating Clearly for Results - PLX 2.1 | | 7.00 | 7.00 |
| Communicating with Impact - LTSS 4 | | 5.50 | 5.50 |
| Communication Skills - FL 2 | | 7.00 | 7.00 |
| Conducting Workplace Investigations: Advanced Workshop | | 7.00 | 7.00 |
| Creating a Culture of Diversity - LTSS 5 | | 5.50 | 5.50 |
| Creating Collaboration and Effective Teams - PLX 5 | | 7.00 | 7.00 |
| Defining Employee Success and Managing Expectations - LRHT 2 | | 2.00 | 2.00 |
| Demonstrating Self-Awareness - EMS 2 | | 3.75 | 3.75 |
| Developing Top Talent - ALLS 4 | | 5.50 | 5.50 |
| Developing Your Emotional Intelligence - EMS 1 | | 3.75 | 3.75 |
| Diplomacy and Tact | | 7.00 | 7.00 |
| Diversity & Inclusion Conversations at Work: Step Out or Lean In? (Webinar) | | 1.00 | 1.00 |
| Drug and Alcohol Awareness for Supervisors | | 1.00 | 1.00 |
| Effective Interviewing and Hiring: Hire the Right Person in the Right Ways – EHR 3 | | 3.25 | 3.25 |
| Effective Training Techniques - FL 3 | | 7.00 | 7.00 |
| Emotionally Intelligent Leader | | 6.50 | 6.50 |

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| Employment Laws Lite - LTSS 6 | | 5.50 | 5.50 |
| Enhance Your Critical Thinking Skills | | 3.25 | 3.25 |
| Enhance Your Project Management Skills | | 7.50 | 7.50 |
| Facing Challenging Conversations on Camera - LRHT 4 | | 2.00 | 2.00 |
| Finance and Accounting for the Nonfinancial Leader | 2.75 | | 2.75 |
| Finance for Non-Finance Managers - ALLS 2 | 5.50 | | 5.50 |
| FMLA Made Simple | | 6.50 | 6.50 |
| 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) | | 1.50 | 1.50 |
| FMLA Made Simple – The Basics (On Demand Pre-Work) | | 0.50 | 0.50 |
| Fostering Culture and Motivation for Engagement - PLX 3 | | 7.00 | 7.00 |
| Fostering Team Collaboration and Connections - LRHT 5 | | 2.00 | 2.00 |
| HR and Employment Law Essentials - EHR 1 | | 9.75 | 9.75 |
| HR as Strategic Business Partner - HRBP 1 | 14.00 | | 14.00 |
| HR Metrics: Impacting Business Results - HRBP 2 | 7.00 | | 7.00 |
| HR Overview for HR Assistants | | 6.50 | 6.50 |
| HR's Role in Performance Management and Documentation - EHR 2 | | 3.25 | 3.25 |
| Human Resource Mastery Administrative Track Series | | 16.50 | 16.50 |
| Human Resource Mastery Operational Track Series | | 33.00 | 33.00 |
| Human Resource Mastery Strategic Track Series | | 33.00 | 33.00 |
| Increasing Your Influence | | 3.25 | 3.25 |
| Interpersonal Skills Development Series | | 11.00 | 11.00 |
| Interviewing Do's and Don'ts (Webinar) | | 1.00 | 1.00 |
| Laying the Foundation for Team Results - LRHT 1 | | 2.00 | 2.00 |
| Leadership Skills for Group Leaders | | 22.50 | 22.50 |
| Leading and Thriving Through Change - PLX 6 | | 7.00 | 7.00 |
| Leading Through Service - EMS 4 | | 3.75 | 3.75 |
| Leading with a Strategic Mindset - ALLS 1 | | 5.50 | 5.50 |
| Leveraging Your Management Style - LTSS 2 | | 5.50 | 5.50 |

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| Making a Successful Transition to Supervisor - LTSS 1 | | 5.50 | 5.50 |
| Managing Talent for Performance - PLX 4.2 | | 7.00 | 7.00 |
| Mastering Challenging Conversations to Resolve Conflict | | 3.25 | 3.25 |
| MBA in a Day - ALLS 3 | | 5.50 | 5.50 |
| Metrics Calculations (Webinar) | 1.00 | | 1.00 |
| Motivation and Trust Building - FL 1 | | 7.00 | 7.00 |
| Navigating Conflict - PLX 2.2 | | 7.00 | 7.00 |
| Navigating the Corporate Landscape - ALLS 6 | | 5.50 | 5.50 |
| Negotiation Skills: Producing Win/Win Outcomes | | 7.00 | 7.00 |
| Onboarding: Creating a Program that Works | | 3.25 | 3.25 |
| Organization Development (OD) Certificate | 21.00 | | 21.00 |
| Perfecting Your Presentation Skills | | 5.50 | 5.50 |
| Presentation Skills | | 7.00 | 7.00 |
| Problem-Solving to Improve Work Processes | | 3.25 | 3.25 |
| Project Management: The Human and Technical View | | 14.00 | 14.00 |
| Recruiting Essentials | | 3.25 | 3.25 |
| Resolving Conflict and Handling Difficult People Problems - FL 4 | | 7.00 | 7.00 |
| Retain Talent Through Culture - ALLS 5 | | 5.50 | 5.50 |
| Setting Expectations and Coaching for Success - PLX 4.1 | | 7.00 | 7.00 |
| Strategic Planning Essentials: Understanding the Process and Execution of Your Future Plans | 3.25 | | 3.25 |
| Supervision Fundamentals | | 21.00 | 21.00 |
| Supervisor and the Law | | 6.00 | 6.00 |
| Surviving as a New Leader: Making the Transition | | 7.00 | 7.00 |
| T.E.A.M. Work - LTSS 3 | | 5.50 | 5.50 |
| Total Rewards: Benefits Basics - EHR 5 | | 3.25 | 3.25 |
| Total Rewards: Compensation Basics - EHR 4 | | 3.25 | 3.25 |
| Unlock the Power of DiSC® | | 3.25 | 3.25 |
| Workers' Compensation Essentials for WI Employers | | 3.25 | 3.25 |