

## aPHR 6 WEEK STUDY SCHEDULE: 2026 Edition - [www.hrcp.com](http://www.hrcp.com)

DAY	✓	UNIT & PAGE #	SECTION	# OF PAGES	TOPICS
		Read: <i>Guide for Successful Exam Preparation</i>		Found on the MY HRCP page under the Online Books tab	
<b>WEEK ONE</b>					
M		Unit 1: 1-7 Uni 1: 9-15	Introduction 1.1.1-1.1.2	7 7	A Basic Overview of Human Resources 1.1 Employment Discrimination
T		Unit 1: 16-31	1.1.3-1.1.10	16	1.1 Employment Discrimination (cont) (Answer Self-assessment)
W		Unit 1: 33-41 Unit 1: 42-50	1.2.1-1.2.2 1.3.1-1.3.6	9	1.2 Human Resource Planning (Answer Self-assessment) 1.3 Job Analysis, Description, and Specification (Answer Self-assessment)
TH		Unit 1: 51-63	1.4.1-1.4.4	13	1.4 Recruitment (Answer Self-assessment)
F		Unit 1: 65-74	1.5.1-1.5.4	10	1.5 Selection
S		CATCH UP & REVIEW			
<b>WEEK TWO</b>					
M		Unit 1: 75-84 <b>Review Unit 1 &amp; Take Practice Exams</b>	1.5.5-1.5.9	10	1.5 Selection (cont) (Answer Self-assessment) <b>Scores:</b>
T		Unit 2: 97-112	2.1.1-2.1.6	16	2.1 Training and Development (Answer Self-assessment)
W		Unit 2: 113-116 Unit 2: 117-120 Unit 2: 121-129	2.2.1-2.2.2 2.3.1-2.3.2 2.4.1-2.4.2	4 4 9	2.2 Presenting the Training: Delivery (Answer Self-assessment) 2.3 Evaluation of Training Effectiveness (Answer Self-assessment) 2.4 Talent Management Programs (Answer Self-assessment)
TH		Unit 2: 130-144	2.5.1-2.5.4	15	2.5 Performance Management
F		Unit 2: 145-153 Unit 2: 155-160 <b>Review Unit 2 &amp; Take Practice Exams</b>	2.6.1-2.6.6 2.7.1-2.7.3	9 6	2.6 Change Management (Answer Self-assessment) 2.7 Employee Retention (Answer Self-assessment) <b>Scores:</b>
S		CATCH UP & REVIEW			

### WEEK THREE

M		Unit 3: 169-173 Unit 3: 174-176 Unit 3: 177-183	3.1.1-3.1.3 3.2.1 3.3.1-3.3.4	5 3 7	3.1 Total Rewards: Financial and Non-financial (Answer Self-assessment) 3.2 The Wage-level Decision (Answer Self-assessment) 3.3 Job Evaluation Methods (Answer Self-assessment)
T		Unit 3: 185-194	3.4.1-3.4.5	10	3.4 Incentive Compensation Systems (Answer Self-assessment)
W		Unit 3: 195-206	3.5.1-3.5.3	12	3.5 Compensation Laws and Regulations (Answer Self-assessment)
TH		Unit 3: 207-216 Unit 3: 218-223	3.6.1-3.6.6 3.7.1-3.7.2	10 6	3.6 Employee Benefit Programs (Answer Self-assessment) 3.7 Health Care Benefits (Answer Self-assessment)
F		Unit 3: 225-228 Unit 3: 229-242 <b>Review Unit 3 &amp; Take Practice Exams</b>	3.8.1-3.8.3 3.9.1-3.9.7	4 14	3.8 Managing Employee Benefit Programs (Answer Self-assessment) 3.9 Benefits Laws and Regulations (Answer Self-assessment) <b>Scores:</b>
S		CATCH UP & REVIEW			

### WEEK FOUR

M		Unit 4: 251-253 Unit 4: 254-264	4.1 4.2.1-4.2.5	3 11	4.1 Employee Relations (Answer Self-assessment) 4.2 Human Resource Management (Answer Self-assessment)
T		Unit 4: 265-270 Unit 4: 271-277	4.3.1-4.3.3 4.4.1-4.4.3	6 7	4.3 Organizational Strategy (Answer Self-assessment) 4.4 Effective HR Management (Answer Self-assessment)
W		Unit 4: 278-287 Unit 4: 288-293	4.5.1-4.5.4 4.6.1-4.6.6	10 6	4.5 HR Technology and Communication (Answer Self-assessment) 4.6 Organizational Design and Development (Answer Self-assessment)
TH		Unit 4: 294-300 Unit 4: 301-306	4.7.1-4.7.5 4.8.1-4.8.2	7 6	4.7 Organizational Culture (Answer Self-assessment) 4.8 Inclusion and Belonging (Answer Self-assessment)
F		Unit 4: 307-313 Unit 4: 314-322	4.9.1-4.9.4 4.10.1-4.10.3	7 9	4.9 Ethics (Answer Self-assessment) 4.10 HR Research and Analytics (Answer Self-assessment)
S		CATCH UP & REVIEW			

## WEEK FIVE

M		Unit 4: 323-327 Unit 4: 328-333 Unit 4: 334-336	4.11.1-4.11.2 4.12.1-4.12.6 4.13.1-4.13.3	5 6 3	4.11 Employee Engagement (Answer Self-assessment) 4.12 Alternative Work Schedules (Answer Self-assessment) 4.13 Labor Relations (Answer Self-assessment)
T		Unit 4: 337-344 Unit 4: 345-348	4.14.1-4.14.4 4.15.1-4.15.3	8 4	4.14 Grievance Systems (Answer Self-assessment) 4.15 Employee Discipline Systems (Answer Self-assessment)
W		Unit 4: 349-352 Unit 4: 353-362	4.16.1-4.16.3 4.17.1-4.17.6	4 10	4.16 Individual Employment Rights (Answer Self-assessment) 4.17 Workforce Behavior Problems (Answer Self-assessment)
TH		Unit 4: 363-370 <b>Review Unit 4 &amp; Take Practice Exams</b>	4.18.1-4.18.4	8	4.18 Organizational Exit (Answer Self-assessment) <b>Scores:</b>
F		Unit 5: 383-385 Unit 5: 386-401	5.1.1-5.1.2 5.2.1-5.2.7	3 16	5.1 Risk Management (Answer Self-assessment) 5.2 Safety (Answer Self-assessment)
S		CATCH UP & REVIEW			

## WEEK SIX

M		Unit 5: 402-411	5.3.1-5.3.3	10	5.3 Health (Answer Self-assessment)
T		Unit 5: 412-422	5.4.1-5.4.4	11	5.4 Security
W		Unit 5: 423-431 <b>Review Unit 5 &amp; Take Practice Exams</b>	5.4.5-5.4.6	9	5.4 Security (cont) (Answer Self-assessment) <b>Scores:</b>

## REVIEW TIME

	REVIEW			
	<b>Take: Timed Comprehensive Exam #1</b>		<b>Scores:</b>	
	REVIEW			
	<b>Take: Timed Comprehensive Exam #2</b>		<b>Scores:</b>	
	REVIEW			
	<b>Take: Official Exam as Scheduled</b>		<b>PASS EXAM!!!</b>	