

# WebLearning:: Human Resource Management Academy

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# Are you looking for a professional qualification which will help you in your career? Do you want a qualification that leads directly to a university degree course??

The effective management of an organisation's human resources is now recognised as a critical component in the success of public and private enterprises. Irrespective of size, the presence of well-trained and highly-motivated staff will enable organisations to meet the fresh challenges that are part of a rapidly changing business environment.

Our course catalogue offers the most in demand information technology and management skills training and certification programmes in an On.Demand world. Courses are available in a mix of delivery methods including Computer based training-CBT, Instructor-Led Boot Camp Learning, Instructor and student handson training guides, Onsite Learning, Virtual e.Classroom Learning (Live, Online), and asynchronous mobile (m-Learning) and e-Learning.

# Human Resource Management Programme Overview

In the rapidly growing HR industry, professionals with the skills to manage all aspects of employee management are in high demand. The Human Resource Management certification recognises professionals who have attained the knowledge and experience to oversee all aspects of Human Resource Management t including strategy, recruiting, and succession planning and communications issues.

We offer focused curriculum and certification preparation for every level and aspect of career and Workforce development; spanning basic HTML to complex enterprise technology requirements.

From self-paced CD/DVD-ROM CBT courses, Student training workbooks, Instructor guides, intense Boot Camps to Finance, Human Resource Management, Retail, Supply-Chain, Logistics, Manufacturing, CRM, Business Intelligence, Data Warehousing, Data Integration, Business Process Management, Project Management, Web Design, Networking, Security, Java and open source classroom courses.

We cover the real-world skills most recognised and valued by employers and businesses.

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### Human Resource Management Programme

The Human Resource Management programme from WebLearning Academy is based on the Association of Business Executives (ABE) curriculum and offers three levels of qualifications in human resource management to improve your management knowledge and skills.

The Diploma in Human Resource Management starts at level 4, and enables you to progress through the Higher Diploma at level 5, up to the Graduate Diploma or Extended Diploma at level 6.

You can study at one of more than 500 colleges worldwide, which between them offer a range of flexible study options. As one of ABE's 50,000 students you have access to a comprehensive support and information network with both online and published material available. Plus you can be very confident about the quality of the qualification you will receive, as all of ABE's qualifications are accredited by Ofqual, the British government's regulatory authority, as well as equivalent bodies worldwide.

ABE qualifications are very flexible. The optional units enable you to specialise in the areas that particularly interest you. Units can be studied in any order. Several units are common to more than one programme so you can switch between qualifications or easily move on to take a second qualification at the same level.

# Human Resource Management Programme Qualifications

Successfully completing this exam and fulfilling the documented experience requirement of the Association of Business Executives (ABE) will make you eligible for the coveted HRMS certification. Completion of this course also earns you over 80 Professional Development Units (PDUs).

# Diploma (Level 4)

Compulsory units

- Introduction to Business
- Managing People
- Personnel Administration
- Introduction to Business Communication

#### **Entry requirements**

Open entry, but you must be competent in English (IELTS 5.0 minimum) and Mathematics



# Higher Diploma (Level 5)

#### Compulsory units

- The Business Environment
- Human Resource Management
- Organisational Behaviour
- Human Resource Development
- People Planning and Resourcing
- Employment Relations

#### Optional units (choose two)

- Principles of Business Law
- Quantitative Methods for Business Management
- Managing the Customer Relationship
- Personnel Information Systems

#### **Entry requirements**

One of the following:

- Any ABE Level 4 Diploma or equivalent
- Any Level 3 qualification or equivalent
- 2 years' relevant work experience

And you must be competent in English (IELTS 5.0 minimum) and Mathematics

#### Graduate Diploma (Level 6)

Compulsory units

- Strategic Human Resource Management
- Managing Organisational Change and Development
- Performance Management and Reward

#### Optional units (choose two)

- Corporate Strategy and Planning
- Managing in Organisations
- Project Management

#### **Entry requirements**

One of the following:

- Any ABE Level 5 Diploma or equivalent qualification
- A degree or equivalent
- And you must be competent in English (IELTS 5.0 minimum) and Mathematics



#### **Compulsory Units**

- The Business Environment
- Human Resource Management
- Organisational Behaviour
- Human Resource Development
- People Planning and Resourcing
- Employment Relations
- Strategic Human Resource Management
- Managing Organisational Change and Development
- Performance Management and Reward

Optional units (Choose two units from)

- Principles of Business Law
- Quantitative Methods for Business Management
- Managing the Customer Relationship
- Personnel Information Systems

(And two units from)

- Corporate Strategy and Planning
- Managing in Organisations
- Project Management

#### **Entry requirements**

One of the following:

- Any ABE Level 4 Diploma or equivalent
- Any Level 3 qualification or equivalent
- 2 years' relevant work experience
- And you must be competent in English (IELTS 5.0 minimum) and Mathematics

#### What do the levels mean?

The levels refer to the 'level of learning' required to complete the qualification. Qualifications at the same level are therefore broadly similar (or equivalent) in the level of learning required.

- QCF Level Other qualifications at the same level
- Level 3 UK 'A' level, BTEC National Certificate
- Level 4 BTEC Professional Diploma
- Level 5 UK Foundation Degree, HND
- Level 6 Bachelors Degree, Graduate Diploma
- Level 7 Masters Degree, Postgraduate Diploma



#### What is a Pathway?

ABE's level 4, 5 and 6 Diplomas in Business Management are divided into three separate 'Pathways'. A Pathway is a combination of units (with some options within them) which enable you to specialise in a particular area.

The three Pathways are Business Management, Financial Management and the Management of Information Systems.

All successful students will receive a Diploma in Business Management (at the appropriate level). If you take the Financial Management or Management of Information Systems Pathways the relevant Pathway will be shown on your award certificate.

This will be especially useful if you are considering a career in, or planning to study further in, either of these Pathway areas.



# The progression route with WebLearning Academy and ABE qualifications

