

# Exam Prep with Practice Test Questions for the Professional in Human Resources



## PHR Study Guide 2021-2024: Exam Prep Book with Practice Test Questions for the Professional in Human Resources Certification by Pass Your Class

★★★★☆ 4.5 out of 5

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The Professional in Human Resources (PHR) and Senior Professional in Human Resources (SPHR) certifications are highly sought-after credentials for HR professionals. These certifications demonstrate a high level of knowledge and skill in the field of human resources. As such, the PHR and SPHR exams are designed to be challenging. However, with proper preparation, you can increase your chances of success.

Practice test questions are an essential part of any exam preparation plan. They allow you to assess your knowledge and identify areas where you need to improve. In addition, practice test questions can help you improve your time management skills and get a feel for the format of the exam.

## PHR and SPHR Exam Overview

The PHR and SPHR exams are both administered by the Human Resources Certification Institute (HRCI). The PHR exam is designed for HR professionals with 0-3 years of experience in the field. The SPHR exam is designed for HR professionals with 3+ years of experience in the field.

Both the PHR and SPHR exams are computer-based and consist of 175 multiple-choice questions. The exams are divided into seven content areas:

- Business Management and Strategy
- Talent Acquisition and Management
- Employee and Labor Relations
- Compensation and Benefits
- HR Development
- Risk Management
- HR Technology

The PHR exam has a time limit of 3 hours, while the SPHR exam has a time limit of 3 hours and 30 minutes.

## **Practice Test Questions**

Now that you have a basic understanding of the PHR and SPHR exams, let's take a look at some practice test questions.

### **PHR Practice Test Questions**

1. Which of the following is NOT a function of human resources?

1. Recruiting and hiring employees

2. Managing employee compensation and benefits
3. Developing and implementing HR policies
4. Maintaining employee records
5. Manufacturing products

2. What is the purpose of a job analysis?

1. To determine the essential functions of a job
2. To create a job description
3. To develop a training program
4. To conduct a performance evaluation
5. All of the above

3. What is the difference between an employee and an independent contractor?

1. Employees are paid hourly, while independent contractors are paid a flat fee.
2. Employees have benefits, while independent contractors do not.
3. Employees are supervised by their employer, while independent contractors are not.
4. All of the above
5. None of the above

## **SPHR Practice Test Questions**

1. Which of the following is a key component of a strategic HR plan?

1. Aligning HR goals with business objectives
2. Developing a talent management strategy
3. Creating a learning and development program
4. Implementing a performance management system
5. All of the above

2. What is the role of HR in risk management?

1. To identify and mitigate HR-related risks
2. To develop and implement HR policies and procedures
3. To train employees on HR-related risks
4. To conduct HR audits
5. All of the above

3. What is the difference between a defined benefit plan and a defined contribution plan?

1. In a defined benefit plan, the employer promises a specific retirement benefit, while in a defined contribution plan, the employer contributes a set amount of money to the employee's account each year.
2. Defined benefit plans are more common than defined contribution plans.

3. Defined contribution plans are more portable than defined benefit plans.
4. All of the above
5. None of the above

## Study Tips

In addition to practice test questions, there are a number of other things you can do to prepare for the PHR or SPHR exam.

- **Study the HRCI Body of Knowledge (BoK).** The BoK is a comprehensive outline of the knowledge and skills that are tested on the PHR and SPHR exams.
- **Take a prep course.** There are a number of prep courses available that can help you prepare for the PHR and SPHR exams. These courses typically cover the BoK in detail and provide practice test questions.
- **Join a study group.** Studying with other HR professionals can help you stay motivated and on track. Study groups can also be a great way to share knowledge and learn from others.
- **Create a study plan.** Once you have a study plan, stick to it as closely as possible. This will help you stay on track and avoid procrastination.
- **Get enough sleep.** It is important to get enough sleep in the days leading up to the exam. Sleep deprivation can impair your cognitive function and make it more difficult to concentrate.
- **Eat a healthy diet.** Eating a healthy diet will help you stay energized and focused during your studies.

- **Exercise regularly.** Exercise is a great way to reduce stress and improve your overall health. Both of these things can help you perform better on the exam.

Preparing for the PHR or SPHR exam takes time and effort. However, with proper preparation, you can increase your chances of success. Practice test questions are an essential part of any exam preparation plan. They allow you to assess your knowledge and identify areas where you need to improve. In addition, practice test questions can help you improve your time management skills and get a feel for the format of the exam.

By following the tips outlined in this article, you can develop a comprehensive exam preparation plan that will help you achieve your goal of becoming a PHR or SPHR certified HR professional.



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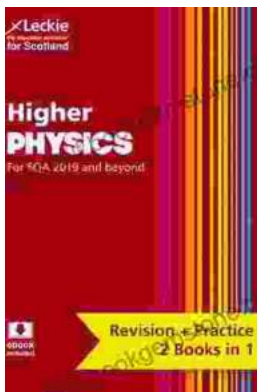
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