**HR Policy Fundamentals**

Designing effective HR policies.

Learn about a range of different types of policies, how to create a new policy and the steps to follow when updating a policy.

What’s included?

- Level 1 covers the basics and includes a selection of short videos and downloadable activities
- Level 2 will teach you how to apply the foundational knowledge through a series of short videos and downloadable activities
- Complete the assessment at the end to ensure you’re ready to apply your HR policy knowledge

View the full curriculum on the next page.

This product can help you:

- Guide new team members on the importance of creating and maintaining policies.
- Learn how to write an effective policy and the steps to follow for maintaining a policy to ensure it is relevant and up-to-date.

Access a set of videos and activities to ensure you and your team have a foundational understanding of HR policies.

This is the perfect partner to: Leave Programs!

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HR Policy Fundamentals

Course curriculum

Level 1: Lay the foundation

The lessons and activities in Level 1 will help to lay a foundation of knowledge for you to build upon when you reach Level 2 of this course.

- Video: Why HR policies are important?
- Video: Employee position and role
- Video: Country-specific policies
- Activity: Why are country-specific policies necessary?
- Video: Performance and reward policies
- Video: Policies for HR
- Video: Labor relations
- Activity: What types of policies are essential to an organization?

Level 2: Apply your knowledge

The lessons and activities in Level 2 will teach you how to apply the foundational knowledge you developed in Level 1 of this course.

- Video: Writing an effective policy
- Video: Policy approvals
- Video: Policy communications
- Activity: What is an effective policy?
- Video: Maintaining policies
- Activity: Why revise an existing policy?
- Video: Reviewing and updating a policy
- Video: Socializing policy revisions

Assessment: Are you ready to apply your HR policy knowledge?

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## Pricing note

The ‘HR team’ option includes access for up to 5 learners for a 12-month subscription. The ‘HR function’ option includes an unlimited number of HR learners for a 12-month subscription.

The base price is USD; EUR prices may differ in the Mercer Shop due to currency changes. Price is determined at the time of purchase for all Mercer Shop orders.

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Choose the right number of learners for your company

All purchases are considered corporate/enterprise purchases; access period is based on the initial corporate purchase date.