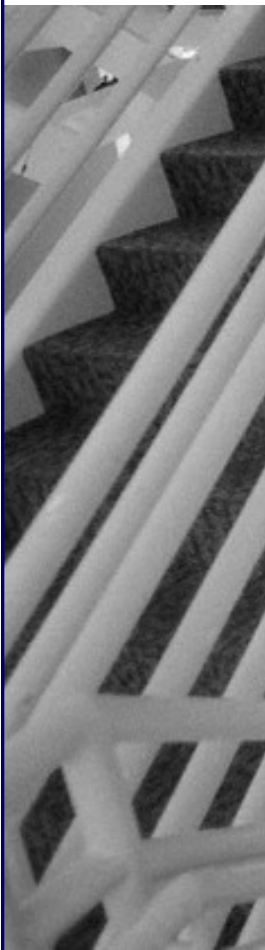




**INTERNATIONAL SCHOOL
OF
HUMAN CAPITAL MANAGEMENT**

www.ishcm.com



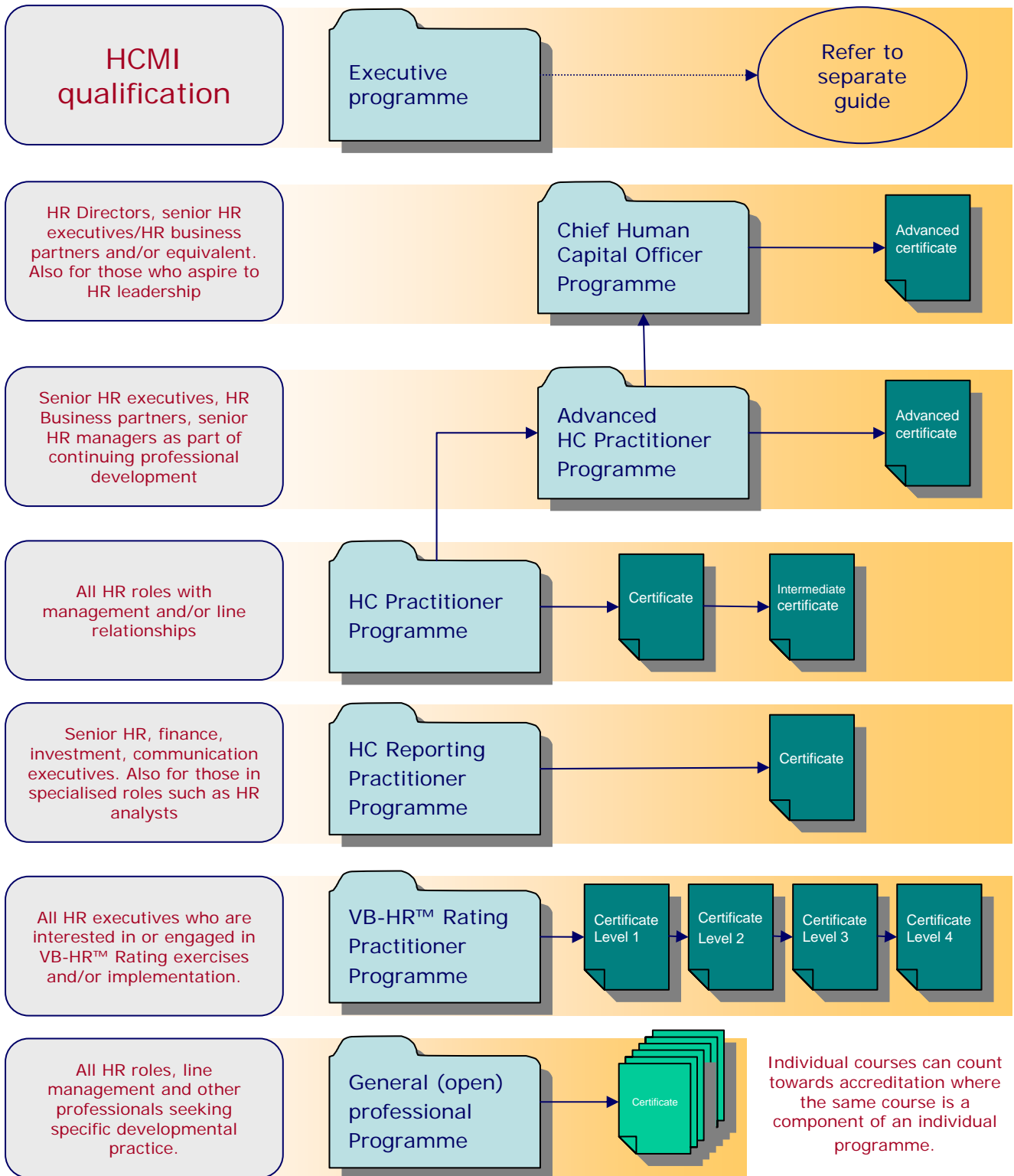
GENERAL (OPEN) PROFESSIONAL PROGRAMME

•Courses & Certificates

Contents

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2.0 Programme routemap



2.0 Proposition & Benefits

Impact

Our programmes deliver exceptional learning experiences that are designed for practical implementation, and therefore impact. We provide tools and knowledge that is drawn from rigorous research and practical experience to enable changes in organisational performance.

We believe that the various course options available for delegates provide the most attractive offer, which we term 'progressive flexibility' – the ability to choose one-off appropriate learning but with the option of structuring combinations to allow for sought-after accreditation.

Innovation

Our ethos is to combine rigorous, analytical research together with actual client-related project experience to generate thinking that is at the forefront of market intelligence. and structured content that produces leading edge application-based knowledge. Our published white papers are acknowledged as a testament to this.

As a result we are able to offer unrivalled course content that is delivered in an effective modular-based format. We focus beyond 'best practice' using our fundamental '*why-what-how*' approach that is transforming the way in which we have traditionally managed people and measured their contribution.

Individual focus

The course content and facilitation is designed to provide continuing professional development with a learning environment that is both supportive and challenging, backed up with peer networking.

The essence of this focus is to enhance individual capabilities and critical thinking – that links with organisational performance.

All school delegates are automatically enrolled with the Human Capital Management Institute (HCMIglobal.com).

Our Proposition



2.0 Proposition & benefits (continued)

Completion of International School of Human Capital Management courses provides participants with a wealth of additional benefits, beyond individual course learning. These represent an unprecedented range of benefits to allow participants to access best practice, expert advice, insightful research and new opportunities. These potential benefits are set out below.



- Automatic enrolment as a member of the Human Capital Management Institute

- Membership to practitioner communities with related interests

- Access to networking events held for course participants and Certificate holders

- Access to executive/management coaching and mentoring from Faculty members

- Automatic enrolment in the Human Capital Management Institute with access to its publications

- Access to leading edge white papers and research in the field of human capital management

- Opportunities to contribute articles and/or case studies to the Journal of Applied Human Capital Management

- Invitation to attend the International School of Human Capital Management's annual 'Top Gun Academy' of leading HR professionals and course graduates, with Annual Award Ceremony.

Whilst some of these benefits are provided as part of course attendance and successful completion, certain services are provided on a subscription basis or part of a separate contract in force.

Please contact our admissions department on +44 (0) 207 887 6121 for any further information.



3.0 General Professional programme

The Open Professional series

Overview

Human capital management is, of course, relevant to all managers in organisations. Enhanced awareness of its concepts, how it relates to the individual manager, their team, and the link with organisation performance should be part of every professional's toolkit. The Professional programme is intended to provide managers outside the HR function, as well as HR professionals, with leading-edge insight into the areas of human capital management. Accordingly, the Professional programme consists of 36 applied courses, under the three course theme headings of Strategy & Management, Human Capital Measurement and HR Effectiveness.

HC Measurement

VB-HR™ Rating

- An introduction to human capital management
- Introduction to the VB-HR™ Rating
- VB-HR™ Rating in organisations: Six degrees of evaluation

HC Reporting

- An introduction to human capital measurement
- Human Capital Reporting: Standards and operating principles
- Creating and publishing a human capital report
- Conducting human capital ratio analysis
- An introduction to risk: A human capital perspective
- Measuring and assessing employee engagement

Participants can select individual courses as appropriate to their development requirements, or choose to follow the complete curriculum to gain certified accreditation as HC Reporting Practitioners.

HCM Effectiveness

HCM Architecture

- Value-based management development
- Value-based performance/ talent management
- Value-based retention management
- Value-based resourcing
- Establishing and applying an employer brand (index)
- Effective HC management: The performance-reward-decision rights triangle

HR function effectiveness

- Assessing the effectiveness of the HR value proposition
- Measuring HR effectiveness
- HR outsourcing: Determining the business case

HC Professional skills

- The effective professional
- HC professional as internal consultant
- Project management for HC professionals
- Issue definition and problem solving for HC professionals
- Emotional intelligence for HC professionals
- Conflict resolution for HC professionals

Strategy & Management

Strategy

- Strategic planning
- Value-based management and organisational performance
- Understanding business models with an introduction to industry analysis
- Championing and managing change

Management

- MBA in a day
- Business ethics
- Developing an entrepreneurial mindset
- Effective client management
- Financial decision-making for managers
- Effective negotiating techniques
- Conducting effective meetings
- Employment law for managers

All our courses are presented by a qualified VaLUENTiS practitioner.

1-day course fees range from £495 to £795.

HC MEASUREMENT COURSES

•Certificate



Open Professional Series: Human Capital Measurement

All courses can be booked on an individual basis or in combinations. The programme schedule allows for certain linked courses to be conducted on consecutive days which delegates may find useful if booking multiple courses. Please refer to the schedule for further information.

2007 schedule

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
<i>VB-HR™ Rating</i>									
An introduction to human capital management	Tue 03.04		Tue 05.06		Tue 07.08	Tue 04.09		Tue 06.11	
Introduction to the VB-HR™ Rating	Tue 24.04		Tue 26.06			Tue 25.09		Tue 27.11	
VB-HR™ Rating in organisations: Six degrees of evaluation		Tue 01.05		Tue 03.07			Tue 02.10		
<i>HC Reporting</i>									
An introduction to human capital measurement	Wed 04.04		Wed 06.06		Wed 08.08	Wed 05.09		Wed 07.11	
Human Capital Reporting: Standards and operating principles	Tue 10.04		Tue 12.06			Tue 11.09		Tue 13.11	
Creating and publishing a human capital report	Wed 11.04		Wed 13.06			Wed 12.09		Wed 14.11	
Conducting human capital ratio analysis	Tue 17.04		Tue 19.06			Tue 18.09		Tue 20.11	
An introduction to risk: A human capital perspective		Tue 08.05		Tue 10.07			Tue 09.10		
Measuring and assessing employee engagement	Thu 05.04		Thu 07.06		Thu 09.08	Thu 06.09		Thu 08.11	

HCM EFFECTIVENESS COURSES

•Certificate



Open Professional Series: HCM Effectiveness

All courses can be booked on an individual basis or in combinations. The programme schedule allows for certain linked courses to be conducted on consecutive days which delegates may find useful if booking multiple courses. Please refer to the schedule for further information.

2007 schedule

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
<i>HCM Architecture</i>									
Value-based management development					HR professional 4-day course [14.08 – 17.08]				
Value-based performance/talent management									
Value-based retention management									
Value-based resourcing									
Establishing and applying an employer brand (index)		Wed 09.05		Wed 11.07			Wed 10.10		
Effective HC management: The performance-reward-decision rights triangle	Tue 03.04		Tue 05.06		Tue 07.08	Tue 04.09		Tue 06.11	
<i>HR function effectiveness</i>									
Assessing the effectiveness of the HR value proposition	Wed 04.04		Wed 06.06		Wed 08.08	Wed 05.09		Wed 07.11	
Measuring HR effectiveness		Tue 08.05		Tue 10.07			Tue 09.10		
HR outsourcing: Determining the business case				Thu 25.07			Wed 24.10		
<i>HC Professional skills</i>									
The effective HR professional					HR professional 4-day course [28.08 – 31.08]				HR professional 4-day course [04.12 – 07.12]
HC professional as internal consultant									
Project management for HC professionals									
Issue definition and problem solving for HC professionals									
Emotional intelligence for HC professionals									
Conflict resolution for HC professionals									

STRATEGY & MANAGEMENT COURSES



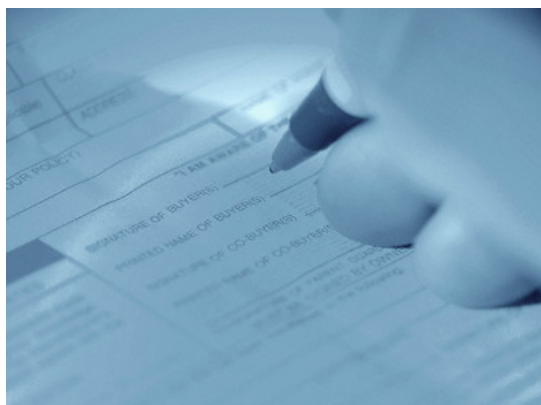
Open Professional Series: Strategy & Management

All courses can be booked on an individual basis or in combinations. The programme schedule allows for certain linked courses to be conducted on consecutive days which delegates may find useful if booking multiple courses. Please refer to the schedule for further information.

2007 schedule

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
<i>Strategy</i>									
Strategic planning		Tue 08.05		Tue 10.07			Tue 09.10		
Value-based management and organisational performance		Wed 09.05		Wed 11.07			Wed 10.10		
Understanding business models with an introduction to industry analysis		Thu 10.05		Thu 12.07			Thu 11.10		
Championing and managing change		Fri 11.05		Fri 13.07			Fri 12.10		
<i>Management</i>									
MBA in a day			Thu 07.06					Thu 15.11	
Business ethics			Fri 08.06					Fri 16.11	
Developing an entrepreneurial mindset			Fri 15.06				Fri 19.10		
Effective client management			Fri 22.06			Fri 14.09			
Financial decision-making for managers			Fri 29.06			Fri 21.09			
Effective negotiating techniques		Fri 18.05						Fri 23.11	
Conducting effective meetings		Fri 25.05						Fri 30.11	
Employment law for managers				Fri 27.07			Fri 26.10		

4.0 Enrolment form



Please complete all of the questions 1-20 below, ensuring that the application form is signed before submitting either by fax or post as below:

Fax: Admissions department
+44 (0)20 7887 6100

Post: Admissions Registrar
International School of Human Capital

Management
2nd Floor
Berkeley Square House
Berkeley Square
London
W1J 6BD

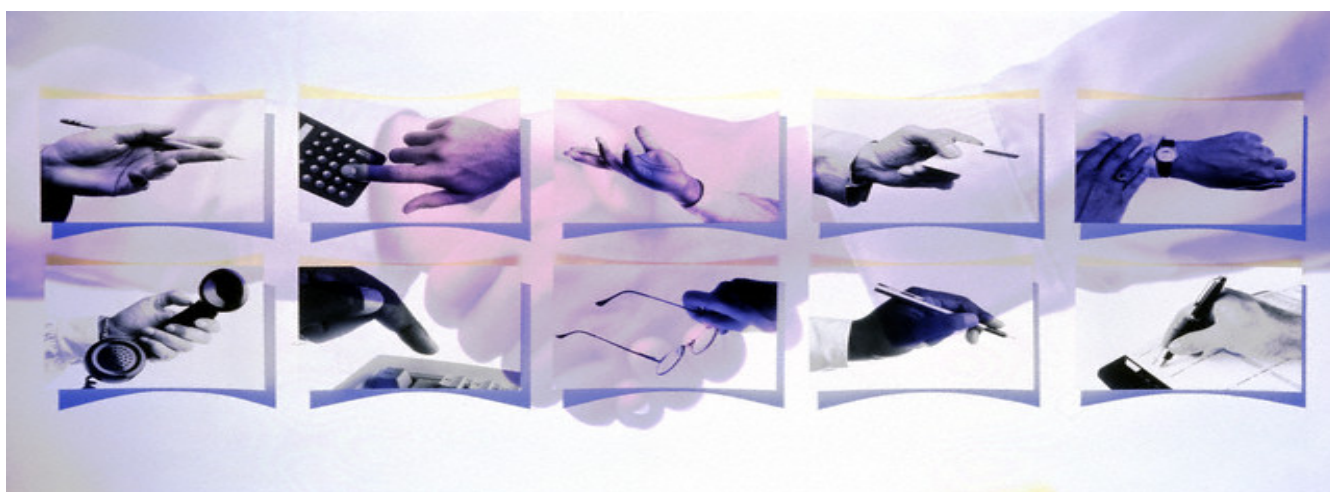
Course details:			
Title:			
Code:		Date:	
Fee:		Eligible discount:	

Delegate details:			
Title: (Dr/Mr/Mrs/Ms/Miss)			
Surname:			
Name:			
Job title/role:		Time in role:	
Organisation:			
Organisation address:			
Office no (include international code):			
Work mobile:			
Fax:			
E-mail:			
Previous role		Time in role:	
Professional qualifications:			
Sponsoring organisation (if different from above):			

Confirmation of admission request: I AGREE TO BE BOUND BY THE TERMS & CONDITIONS AS SET OUT ON THE NEXT PAGE OF THIS DOCUMENT.

Name:	
Delegate/authorised signatory:	
Organisation:	
Date:	
PO number (if applicable):	

4.0 Terms & conditions



More detailed course descriptions and fees are available in our separate publication:

The 2007 ISHCM Programme Guide downloadable at www.ishcm.com

To reserve a place on one or more the School's courses you can:

- Register on-line at www.ishcm.com via the various individual programme links
- Telephone our **admissions department** on: +44 (0)20 7887 6121
- Fax the course registration form to: +44 (0)20 7887 6100
- E-mail: admissions@ishcm.com
- Post the course registration form to:
Admissions Registrar
International School of Human Capital Management
2nd Floor
Berkeley Square House
Berkeley Square
London
W1J 6BD

Multiple course registration and/or group bookings

Where several courses are booked for a delegate or delegates, and/or group bookings are sought, certain discounts may be available. Please contact the admissions department for further information.

In-house (customised) options

In-house programme/course options exist for organisations who wish to provide ISHCM courses and/or programmes under an internally based delivery approach. Please contact the admissions department to discuss your particular requirements.

Payment terms

Payment must be received before start of course or within 14 days of invoice date whichever is the sooner. For international bookings, payment must be made prior to the start of the course.

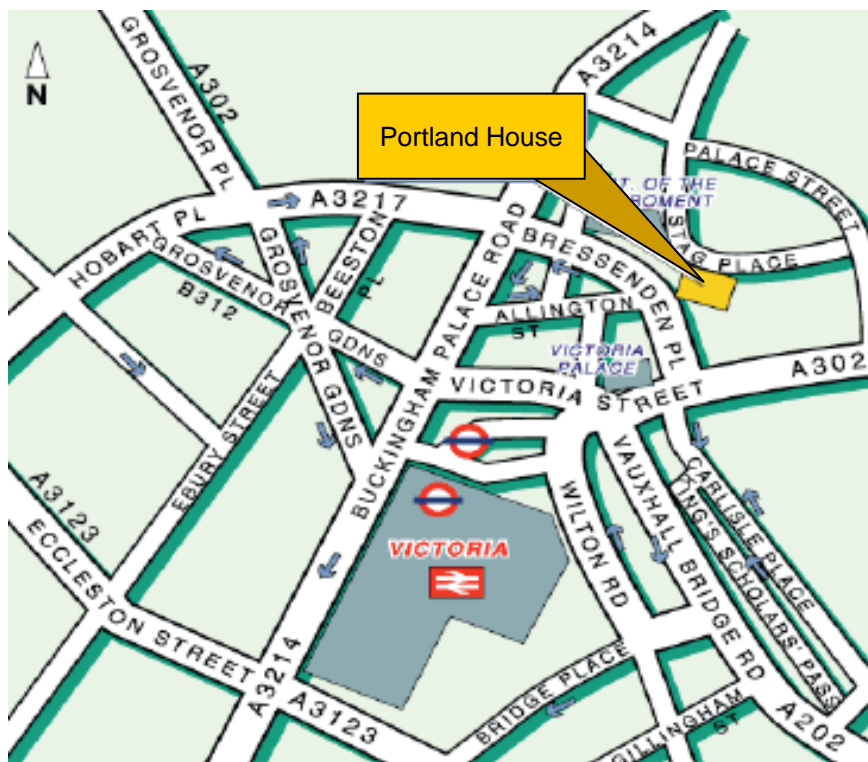
Cancellations and non-attendance

To avoid any cancellation fee, we must receive your cancellation in writing no less than four weeks before the course starts, otherwise no refund/transfer will be granted. All cancellations before this time will incur a 10% course fee administration charge. Non-attendance by any delegate results in forfeiture of course fees.



**International School of
Human Capital Management
Victoria Campus
27 Floor
Portland House
Stag Place
London
SW1E 5RS
Tel: +44 (0) 207 887 6121
(5 minutes from Victoria Station)**

Main entrance via Bressenden place



Directions from Victoria Station

Main entrance to building is on Bressenden place which can be reached by turning right off Buckingham Palace Road, or turning left off Victoria Street.



'Transforming HR'

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Human Capital management**

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London
W1J 6BD

Tel +44 (0)20 7887 6108
Fax +44 (0)20 7887 6100
www.ishcm.com

