



# Welcome to The Professional Certificates Introductory Seminar

## CISA, PHR/SPHR

المستشارون العالميون  
GLOBAL CONSULTANTS



للإستشارات الإقتصادية والإدارية و التدريب ذ.م.م  
Financial, Management Consulting & Training W.L.L.



# Table of Contents

1	GC Background	Hisham Sorour	6:15
2	Why Global Consultants	Hisham Sorour	6:20
3	CISA	Farida Shaker	6:30
	Break		6:45
4	PHR/ SPHR	Chuck Hawkins, SPHR	7:00
5	Questions		7:15
	Dinner		8:00



# 1. GC's Background

Global Consultants, Financial, Management Consulting and Training, W.L.L. was established in 2001 in the State of Kuwait.

● International Recognition

● Services

- Financial Advisory
- HR Advisory
- Risk Management Advisory
- Quality management System Advisory
- Environmental Advisory
- Information system Advisory
- Training Consulting & Training programs
- Translation and Interpretation

● ISO Certified



## 2. Why Global Consultants ?

**With Global Consultants, Training is  
DIFFERENT !!**

### *Reason 1*

**Long & rich experience in delivering Professional  
Certificates Review programs**



## 2. Why Global Consultants ? (Cont.)

**With Global Consultants, Training is DIFFERENT !!**

### *Reason 2*

**Distinguished group of qualified instructors and practitioners with vast experience.**



## 2. Why Global Consultants ? (Cont.)

**With Global Consultants, Training is DIFFERENT !!**

### *Reason 3*

**Sessions are delivered bilingually,  
English supported by Arabic**



## 2. Why Global Consultants ? (Cont.)

**With Global Consultants, Training is DIFFERENT !!**

### *Reason 4*

**Sessions and hours are professionally distributed on the delivery material to ensure better comprehension**



## 2. Why Global Consultants ? (Cont.)

### Reason 5

#### Financial advantages & benefits

- ➔ \* No interest on installments with GC,
- ➔ However, 10 % discount on cash.
- ➔ 15% discount for groups (4 & more)
- ➔ Special offer for corporate.
- ➔ \* 100% FREE Re-revision Program in case the part participant failed the exam.

\* Subject to terms and conditions



## 2. Why Global Consultants ? (Cont.)

### *Reason 6*

**Training Venue is a fully equipped,  
five stars training venue.**



## 2. Why Global Consultants ? (Cont.)

### *Reason 7*

**Assisting participants to register for the exam with different certifying bodies, and applying for membership.**



C  
I  
S  
A

### 3. Certified Information System Auditor

المستشارون العالميون  
GLOBAL CONSULTANTS



للإستشارات الإقتصادية والإدارية والتدريب ذ.م.م  
Financial, Management Consulting & Training W.L.L.

### 3. Certified Information System Auditor



- a. Definitions
- b. Value of the certificate
- c. Course Curriculum
- d. Targeted Participants
- e. Exam
- f. Eligibility for the exam taking
- g. The Certificate Challenges
- h. GC course characteristics

C  
I  
S  
A



### 3. Certified Information System Auditor (Cont.)

#### a. Definitions

## What does CISA stand for?

Certified Information System Auditor

## What is the Authoritative Body that grants CISA designation?

CISA designation is granted by Information System Audit and Control Association (ISACA) - Established 1978-First Exam 1981

C  
I  
S  
A

[www.isaca.org](http://www.isaca.org)



### 3. Certified Information System Auditor (Cont.)

#### b. Value of the Certificate

- ✘ Over 55,000 CISAs worldwide
- ✘ Globally accepted standard of achievement in the IS audit, control and security field
- ✘ Survey conducted by Foote Partners, which showed that CISAs received the highest salary bonus among the 39 technical skills certification programs studied
- ✘ *CISA recognized as CICA, The Canadian Institute of Chartered Accountants, IS audit and control specialty.* Many such recognition
- ✘ ISACA is an effective platform for exchange of ideas.
- ✘ The American National Standards Institute (ANSI), has awarded accreditation to certified CISA

C  
I  
S  
A



### 3. Certified Information System Auditor (Cont.)

#### c. Course Curriculum

##### Content-Based Area

%



1 IS Audit Process

10

2 IT Governance

15

3 Systems and Infrastructure Lifecycle Management

16

4 IT Service Delivery and Support

14

5 Protection of Information Assets

31

6 Business Continuity and Disaster Recovery

14



### 3. Certified Information System Auditor (Cont.)

#### d. Targeted Participants

- External and Internal Auditors
- IS Managers
- IS Professionals
- Any other interested participants

C  
I  
S  
A



### 3. Certified Information System Auditor (Cont.)

#### e. Exam

The CISA exam consists of 200 multiple-choice questions, administered during a four-hour session.

#### **June CISA Exam Information:**

Early registration deadline: February

Final registration deadline: April

**Exam date: June**

#### **December CISA Exam Information:**

Final registration deadline: August

Final registration deadline: September

**Exam date: December**

C  
I  
S  
A



### 3. Certified Information System Auditor (Cont.)

#### f. Eligibility of Exam taking

The examination is open to all individuals who have interest in information systems audit, control and security.

All are encouraged to work toward and take the examination.

Successful examination candidates shall fulfill the following requirements:

- Information systems auditing, control or security experience
- Adherence to the Code of Professional Ethics
- Adherence to the continuing professional education program
- Compliance with the Information Systems Auditing Standards

C  
I  
S  
A



### 3. Certified Information System Auditor (Cont.)

#### g. The Certificate Challenges

- Self commitment
- Time management
- Understanding and memorizing techniques
- Pressure bearing
- Exam-taking Strategy

C  
I  
S  
A



### 3. Certified Information System Auditor (Cont.)

#### h. GC Course Characteristics

<b>Review course start</b>	Jan 2009 and end up in April 2009
<b>Number of sessions</b>	16
<b>Duration</b>	5:00 PM to 9:00 PM / once a week
<b>Delivery Format</b>	ISACA

C  
I  
S  
A

**REMEMBER:** *The primary objective of the Review Course is:*

To provide the participant with a structured review program which is comprehensive to the Body of Knowledge being tested, in preparation for the CISA Certificate Examination.



*S P HR*

*H*

*R*

## 4. Professional in Human Resources

المستشارون العالميون  
GLOBAL CONSULTANTS



للإستشارات الإقتصادية والإدارية والتدريب ذ.م.م  
Financial, Management Consulting & Training W.L.L.



## 4. Professional in Human Resources

- a. Definitions
- b. Value of the certificate
- c. Course Curriculum
- d. Targeted Participants
- e. Exam
- f. Eligibility for the exam taking
- g. GC course characteristics

P

H

R



### 3. Certified Professional Human Resources

#### a. Definitions

## What does PHR/ SPHR stand for?

Professional in Human Resources

Senior Professional In Human Resources

P

## What is the Authoritative Body that grants PHR/SPHR designation?

Human Resources Certification Institute (HRCI)

H

R



### 3. Certified Professional in Human Resources

#### b. Value of the Certificate

P

H

R

#### **Credibility**

The PHR/SPHR is a U.S. designation of utmost professionalism through the Human Resources Certification Institute.

#### **Competitive Advantage**

The market for certified HR professionals (PHR/SPHR) is high, hence their high benefits and distinguished salary packages

#### **Connections**

You'll join a global network of professionals with professional accreditation and expertise. World-wide recognition for this certification.

#### **Recognition**

The PHR/SPHR designation distinguishes the practitioner from others in the HR field.



### 3. Certified Professional in Human Resources

#### c. Course Curriculum

Content-Based Area	% Exam PHR	% Exam SPHR	
1 Strategic Management	12%	26%	P
2 Workforce Planning & Employment	26%	16%	
3 Human Resource Development	15%	13%	H
4 Compensation & Benefits	20%	16%	
5 Employee & Labor Relations	21%	24%	R
6 Occupational Health, Safety & Security	6%	5%	



### 3. Certified Professional in Human Resources

#### d. Targeted Participants

- Vice Presidents/Directors Human Resources
- Managers, Human Resources and/or Administration
- Intermediate or Senior Level HR Practitioners
- Staff or Line Managers interested in HR

P

H

R



### 3. Certified Professional in Human Resources

#### e. Exam

The PHR/SPHR exam consists of 225 multiple-choice questions, administered during a four hour session.

PHR exam tends to emphasize operational/technical HR information, and the SPHR exam tends to concentrate on strategic/policy level questions.

There are two opportunities per year to take the exam:

1st Window: December 1 – January 31, 2009

2nd Window: May 1 – June 30, 2009

3rd Window: December 1 – January 31, 2010

Check the website: [www.hrci.org](http://www.hrci.org) for the various fees which differ depending upon exam and the type of application that you submit.

In general, fees range from \$250 to \$425, plus late fees.

P

H

R



### 3. Certified Professional in Human Resources

#### f. Eligibility of Exam taking

The examination is open to all individuals who have two years of professional Human Resources work experience.

Note: The preparatory course may be taken by anyone who is interested in Human Resources.

Successful examination candidates will meet the following recommended experience:

- PHR: recommended 2-4 years of HR professional level experience
- SPHR: recommended 6-8 years of HR professional level experience, usually at the supervisory, managerial or specialist level.

P

H

R



### 3. Certified Professional in Human Resources

#### g. GC Course Characteristics

<b>Review course starts</b>	Jan 13 <sup>th</sup> – May 2009
<b>Number of sessions</b>	35 class sessions
<b>Duration</b>	~ 5 months (Breaks for Major Holidays & Between Modules)
<b>Delivery Format</b>	Lecture, Practice Tests, Discussion
<b>Texts</b>	<u>Human Resources Management</u> by Mathis & Jackson AND <u>PHR/SPHR Study Guide</u> by Anne Bogardus

P

H

R

**REMEMBER:** *The primary objective of the Review Course is:*

To provide the participant with a structured review program which is comprehensive to the Body of Knowledge being tested, in preparation for the PHR/SPHR Certificate Examination.



# Questions