



## e2r Continuing Education Solutions®

At e2r Solutions®, we want to make it as easy as possible for our clients to obtain their Professional in Human Resources ("PHR") or Senior Professional in Human Resources ("SPHR") re-certification points.

Our e2r Continuing Education Solutions®, provides clients with the opportunity to attend eight (8) Think Tanks per year (each worth one (1) credit). The Human Resource Certification Institute ("HRCI") permits twenty (20) of the required sixty (60) credits to be acquired through webcasts, podcasts, and webinars over a three (3) year accumulation period. That is one third (1/3) of your re-certification credits through e2r Solutions®!

Below, you will find a step-by-step guide to getting started!

### 1 Option 1: Listen Live

1. A 'Save the Date' email will be sent to you approximately three (3) weeks in advance of the Think Tank. Be sure to mark your calendar!
2. Invitations containing log-on and dial-in instructions will be emailed to you approximately one (1) week in advance of the Think Tank.
3. On the date of the Think Tank, log-on and dial-in to the live Think Tank at the time specified within the invitation.
4. Listen to the highly qualified speakers while following along with the live on-screen presentation.
5. Following the conclusion of the Think Tank, an email will be sent within two (2) days to all participants, containing the corresponding quiz. It may also be requested by emailing [ce@e2rsolutions.com](mailto:ce@e2rsolutions.com).
6. Once received, please complete and return the quiz via email to [ce@e2rsolutions.com](mailto:ce@e2rsolutions.com).
7. You will receive a Certificate of Completion from e2r Solutions® upon meeting the completion requirements of the quiz.\*
8. After receiving the Certificate of Completion, remember to update your PHR/SPHR re-certification log.



Above, Certificate of Completion

### 2 Option 2: Unable to Listen Live?

Listen to archived Think Tanks directly from the e2r Solutions® website!

1. Use the following link to view a list of all previous Think Tank topics and once selected, click on the blue 'play' icon to the left of the title in order to listen to the recording.  
<http://www.e2rsolutions.com/resource-centre/think-tanks>
2. Once you have selected a Think Tank, you may request the corresponding materials and quiz from e2r Solutions® by sending an email to [ce@e2rsolutions.com](mailto:ce@e2rsolutions.com) or by calling 416.867.3093.
3. Once you have completed the learning, please complete and return the quiz via email to [ce@e2rsolutions.com](mailto:ce@e2rsolutions.com).
4. You will receive a Certificate of Completion from e2r Solutions® upon meeting the completion requirements of the quiz.\*
5. After receiving the Certificate of Completion, remember to update your PHR/SPHR re-certification log.

*\* Please note: You must obtain a mark of sixty percent (60%) or higher in order to receive a Certificate of Completion.*

*While we are pleased to be able to support your ongoing continuing education, we note that the applicable human resources association will ultimately determine point allocation.*

As always, should you have any questions or require any assistance with the above, please be sure to contact us and we would be happy to assist you!

**e2r Solutions®**

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