

**CIPD Foundation CERTIFICATE in PEOPLE PRACTICE**  
**2022-2023**

TIMETABLE	Workshop I	Workshop II	Coaching for Learning Sessions
<b>3CO04 Essentials of people practice</b>			
<b>I. Employee Lifecycle. Recruitment and Selection</b>	6-7 SEPTEMBER 2022 (10:00 – 14:00)	20 SEPTEMBER 2022 (17:00 – 19:00)	1 session/unit 17:00 – 19:00
<b>II. Performance, Reward &amp; Motivation</b>	4-5 OCTOBER 2022 (10:00 – 14:00)	18 OCTOBER 2022 (17:00 – 19:00)	1 session/unit 17:00 – 19:00
<b>III. Employee Experience. Learning &amp; Development</b>	8-9 NOVEMBER 2022 (10:00 – 14:00)	22 NOVEMBER 2022 (17:00 – 19:00)	1 session/unit 17:00 – 19:00
<b>3CO01 Business, culture and change in context</b> Business & organizational environment. Key issues. Workplace culture. The importance of effective management of change.	17 JANUARY 2023 (10:00 – 14:00)	31 JANUARY 2023 (17:00 – 19:00)	1 session/unit 17:00 – 19:00
<b>3CO02 Principles of analytics</b> Evidence-based practice. Using data to create value. The role of analytics and other technology in enhancing working practices.	21 FEBRUARY 2023 (10:00 – 14:00)	7 MARCH 2023 (17:00 – 19:00)	1 session/unit 17:00 – 19:00
<b>3CO03 Core behaviours for people professionals</b> Ethical principles and professional values. Positive ways of working. Wellbeing & Inclusiveness. Reflecting on your professional knowledge, skills and experience.	21 MARCH 2023 (10:00 – 14:00)	4 APRIL 2023 (17:00 – 19:00)	1 session/unit 17:00 – 19:00

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