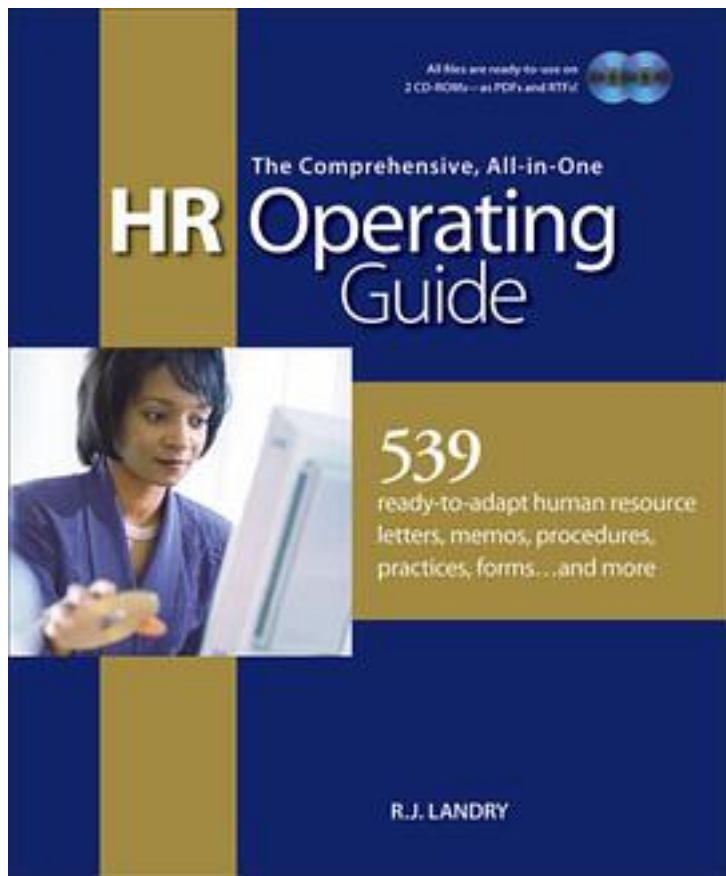


The Comprehensive, All-In-One HR Operating Guide



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In-depth and all-inclusive, this resource offers information on hundreds of core HR functions, including strategic planning, employment, compensation, benefits, employee services, employee relations, organizational development and planning,

safety and security issues, general administration, and international issues. Consisting of two PC-compatible CD-ROMs and a written guide, this valuable tool provides customizable samples of standard HR documents and a foundation in creating programs, forms, guidelines, strategies, and business letters for entry-level and senior professionals alike.

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