**Practice Prompts – Enterprise Human Resources Focus**

**HR Operations & Compliance**

* **Draft an internal policy update** regarding changes to Pearson’s remote work guidelines. Include rationale, expectations, and links to relevant resources.
* **Generate a checklist for onboarding** new employees at a test center location. Include compliance steps, system access, and training modules.
* **Write a response to an employee inquiry** about parental leave benefits. Ensure the tone is empathetic and the information is accurate and clear.
* **Create a summary of recent changes** in employment law that may impact Pearson’s global workforce. Highlight key risks and recommended actions.

**Talent Development & Engagement**

* **Draft a communication plan** for launching a new leadership development program. Include email templates, talking points, and engagement strategies.
* **Generate a survey** to assess employee satisfaction with current professional development offerings. Include both scaled and open-ended questions.
* **Write a recognition message** for an employee who has completed a major certification. Make it suitable for posting on an internal social platform.
* **Create a quarterly HR newsletter outline** that includes updates on benefits, DEI initiatives, and upcoming training opportunities.

**Strategic HR & Workforce Planning**

* **Analyze attrition data** from the past year and identify trends by department and location. Suggest three strategies to improve retention.
* **Draft a workforce planning report** for the executive team, projecting hiring needs based on business growth and certification volume forecasts.
* **Generate talking points for a meeting** with department heads about aligning performance management with Pearson’s strategic goals.
* **Write a proposal for a new mentorship program** aimed at supporting career growth for early-career employees. Include objectives, structure, and success metrics.