# HUMAN RESOURCE MANAGEMENT USING DATA AND ANALYTICS

## COURSE TITLE

HUMAN RESOURCE MANAGEMENT USING DATA AND ANALYTICS

## COURSE DATE/VENUE

15 - 19 November, 2021

London, UK

## COURSE REFERENCE

HRTD235

## COURSE DURATION

05 Days

## DISCIPLINE

HR, Training & Development

## COURSE INTRODUCTION

HR analytics and talent analytics, is analysis used to make better decisions about all aspects of HR strategy with the goal of improving business performance. It is both a strategic and operational concept that enables organisations to understand key aspects of workforce performance using data and evidence. It is a growing discipline that continues to gain considerable traction across the profession, but survey data has shown that the capability to conduct HR analytics remains low. Organisations which follow good practice should have up to date, clearly defined data which is robust and of high quality, and which is used in a consistent way by skilled experts able to complete analytics activity and communicate it to business and HR stakeholders in regular and accessible reports. In this training course, you will have the opportunity to explore the necessary thinking and approach to deal with the challenges of sustaining an evidence-based approach. For most HR professionals, the evidence-based approach represents a fundamental shift in their business roles, but it provides them with an opportunity to become strategic partners in business decision-making.

**This course will feature:**

- The HR's role in corporate strategy
- Problem analysis and decision-making

- Technological advances in workforce analytics

- Successful change management

- Using data for improved daily people management


## COURSE OBJECTIVE

**By the end of this training course, participants will be able to:**

- Understand what HR analytics is and different types of HR data

- Explain the importance of HR analytics in strategy and process

- Examine the use of internal and external measurement frameworks

- Conduct detailed problem analysis assessments

- Generate decisions based on evidence rather than opinion

- Define the principles of organisational change


## COURSE AUDIENCE

- HR Professionals in organisations who would like to develop the role of HR within the organisation

- HR Professionals tasked with providing HR data to support strategy development and delivery

- Senior Managers who want to understand how they can deliver strategic and organisational change in their organisation - and use HR support to achieve it


## COURSE CONTENT

**Day One: Corporate Strategy - HR's Role**

- Defining analytics and predictive analytics

- The rationale for evidence-based approach

- Strategic HR versus Personnel Management

- How HR contributes to strategy

- Integrated Human Resource Planning

- Human Capital Management


**Day Two: HR Tools and Methods**

- Quantitative v Qualitative data
- Rational problem analysis and models of decision-making
- Standard measures of effectiveness
- Methods of data capture and benchmarking
- Employee Self- assessment and self-report measures
- Electronic workforce surveillance & analytics

**Day Three: Driving Organisational Change**

- Understanding the cultural context
- Dynamic nature of business & environment
- Impact of technology
- Theories of organisation change and how to use them
- Implementing strategic change
- Enablers and impediments to change

**Day Four: Putting HR Metrics and Analytics into Action**

- The Balanced Scorecard
- Manpower planning
- Succession Planning & Talent Management
- Absence management
- Skills analysis and training needs analysis
- Job design and evaluation

**Day Five: Metrics and Analytics into Improving Employee Performance**

- Employee Motivation
- Engagement
- Empowerment and Accountability
- Performance Management
- Conclusion and Action Planning

**COURSE CERTIFICATE**

**TRAINIT ACADEMY** will award an internationally recognized certificate(s) for each delegate on completion of training.

## COURSE FEES

$6,150 per Delegate. This rate includes participant's manual, Hand-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

## COURSE METHODOLOGY

The training course will be highly participatory and the course leader will present, guide and facilitate learning, using a range of methods including formal presentation, discussions, sector-specific case studies and exercises.  Above all, the course leader will make extensive use of real-life case examples in which he has been personally involved. You will also be encouraged to raise your own questions and to share in the development of the right answers using your own analysis and experiences.  Tests of multiple-choice type will be made available on daily basis to examine the effectiveness of delivering the course.

- 30% Lectures
- 30% Workshops and work presentation
- 20% Case studies & Practical Exercises
- 10% Role Play
- 10% Videos, Software or Simulators (as applicable) & General Discussions