

TRAINING TITLE

HUMAN RESOURCES MANAGEMENT USING DATA AND ANALYTICS

TRAINING DURATION

5 days

TRAINING VENUE AND DATES

REF SS051	Human Resources Management Using Data And Analytics	5 days	02 - 06 December 2024	\$6,500	London, UK
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Training will be held at any of the 4 or 5 star hotels. Exact venue will be informed later.

TRAINING FEES

\$6,500 per participant for Public Training includes Materials/Handouts, tea/coffee breaks, refreshments & Lunch

TRAINING CERTIFICATE

DEFINE Management Consultancy & Training Certificate of course completion will be issued to all attendees.

TRAINING DESCRIPTION:

HR Analytics is the use of people-data in analytical processes to drive organisational success by evaluating and designing better systems and solving business problems. Critically, it enables evidence-based decisions to be made using data collected and synthesized from a variety of sources both within and outside the organisation. HR analytics uses people-data, collected by HR systems and business information systems within the context of the operating environment. At its core, HR analytics enables HR professionals and the organisation to gain insights into the performance of the workforce so that the investment in the 'human capital' brings improved performance, higher productivity and guarantees the organisation is ahead of the competition.

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HR analytics enables HR and the major stakeholders to measure and report on workforce performance, well-being, productivity, innovation and alignment. Additionally, analytics allows HR teams to demonstrate the impact that HR policies and processes have on workforce and organisational performance and used to demonstrate ROI and SROI investment for HR activity. Line managers are increasingly interested in how to manage their teams more effectively; HR concepts and analytics demonstrate how to evaluate and improve people and business performance.

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TRAINING OBJECTIVE:

Upon successful completion of this course, participants will have:

- Understand the fundamental changes in the operating environment
- Conduct analysis of data for predictive and corrective planning
- Define the principles of organisational change
- Use a range of HR assessment tools to improve organisational performance
- Develop HR metrics, apply them and align them with organisational strategy
- 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
- Analytics role in learning & development

TRAINING METHODOLOGY

A highly interactive combination of lecture and discussion sessions will be managed to maximize the amount and quality of information, knowledge and experience transfer. The sessions will start by raising the most relevant questions, and motivate everybody finding the right answers. The attendants will also be encouraged to raise more of their own questions and to share developing the right answers using their own analysis and experience.

All attendees receive a course manual as a reference.

This interactive training workshop includes the following training methodologies

30% Lectures

30% Workshops and work presentation

20% Group Work & Practical Exercises

20% Videos & General Discussions

WHO SHOULD ATTEND:

- Those charged with implementing HR Analytics
- HR Professionals interested in using data to determine better outcomes
- Data Analysts interested in maximizing the return on human capital investments
- Line Managers wishing to understand how data can improve human performance
- Any HR Professional wishing to broaden their skills and adaptability
- Those new to HR and who wish to specialise in the growing field of analytics

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COURSE CONTENTS

DAY 1

Overview of HR Data and Analytics

- Seminar overview – Introduction to Analytics
- The rationale for the evidence based approach
- Understanding statistics - Probability and Significance
- The nine steps of the analytics process
- Aims of an analytics strategy
- State-of-the-art analytics: Stages on the journey

DAY 2

The Concept of Human Capital

- Viewing employees as assets not costs
- Strategies for investing in human capital metrics
- Measuring the impact of HR strategy and investments
- Measuring ROI
- Embedding human capital analytics in the organisation
- Assessing the organisation's readiness for HR analytics

DAY 3

Data Collection and Analysis

- Understanding the cultural context
- What information can be analysed?
- Methods of data capture
- Employee self-assessment and self-report measures
- Electronic workforce surveillance & analytics
- Data security

DAY 4

HR Metrics and Analytics in Action

- Recruitment & selection
- Learning & development
- Attendance, absence & well-being
- Manpower planning
- Talent management & succession planning
- HR effectiveness and efficiency

DAY 5

Metrics for Employee Performance and Productivity

- Performance management

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- Employee motivation
- Employee engagement
- The psychological contract
- Empowerment and accountability
- Conclusion and action planning

NOTE:

- **Pre & Post Tests will be conducted**
- **Case Studies, Group Exercises, Group Discussions, Last Day Review & Assessments will be carried out.**



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