Global Horizon
TRAINING CENTER

Training Course:
Leading HRIS in Modern Organizations

11 - 15 May 2025
Dubai (UAE)

Training Course:
Leading HRIS in Modern Organizations

Training Course code: HR235423 From: 11 - 15 May 2025 Venue: Dubai (UAE) - Training Course Fees: 4150 Euro

Introduction

In today's dynamic business environment, Human Resource Information Systems HRIS have become essential tools for managing and optimizing the human capital of organizations. This training program is designed to equip HR professionals with the skills and knowledge required to effectively lead and manage HRIS initiatives. Participants will explore the latest trends, best practices, and technologies in HRIS, ensuring they can leverage these systems to enhance organizational performance and employee engagement.

Target Audience

- HR managers

- HR Leaders

- HRIS specialists

- IT Managers pr Leaders working with HR systems

- Organizational development Managers or Leaders

- Anyone involved in the implementation and management of HRIS

Objectives

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

1. Understand the key components and functionalities of HRIS.

2. Lead HRIS implementation and optimization projects effectively.

3. Utilize HRIS to improve HR processes and decision-making.

4. Integrate HRIS with other organizational systems.

5. Address challenges and ensure data security and compliance within HRIS.

Outlines

Day 1:

Introduction to HRIS and Its Importance

- Definition and evolution of HRIS

- Key components and functionalities

- Importance of HRIS in modern organizations

- Latest trends in HR technology

- Innovations shaping the future of HRIS

- Case studies of successful HRIS implementations

- Benefits of HRIS: Streamlining HR processes, enhancing data accuracy, and improving decision-making

- Key considerations for HRIS implementation: Planning and preparation, identifying stakeholder needs, selecting the right HRIS solution

Day 2:

HRIS Implementation and Project Management

- Project Management Fundamentals

- Project management principles and methodologies

- Role of project manager in HRIS implementation

- Developing project plans and timelines

- Resource allocation and budgeting

- Risk management strategies

- Change Management and Communication: Importance of change management in HRIS projects, communication strategies for successful implementation, training and supporting end-users

- Monitoring and Evaluation: Setting KPIs and performance metrics, continuous improvement and feedback mechanisms, evaluating project success and lessons learned

Day 3:

Optimizing HR Processes with HRIS

- HR Process Automation

- Automating recruitment and onboarding

- Streamlining performance management

- Enhancing payroll and benefits administration

- Data Management and Analytics: Importance of data integrity and accuracy, utilizing HR analytics for strategic insights, reporting and dashboard creation

- Employee Self-Service and Engagement: Implementing self-service portals, enhancing employee experience through HRIS, case studies of improved engagement

- Integrating HRIS with Other Systems: Integration with ERP, CRM, and other enterprise systems, ensuring seamless data flow and interoperability, best practices for system integration

Day 4:

Addressing Challenges in HRIS Management

- Data Security and Privacy

- Key security considerations for HRIS

- Data privacy laws and regulations

- Best practices for ensuring data security

- Managing user access and permissions

- Responding to data breaches and incidents

- Compliance and Auditing: Ensuring HRIS compliance with industry standards and regulations, conducting regular audits and assessments, implementing corrective actions

Day 5:

Future Trends and Continuous Improvement

- The Future of HRIS

- Emerging technologies and their impact on HRIS

- The role of AI and machine learning in HRIS

- Preparing for future trends in HR technology

- Continuous Improvement: Establishing a culture of continuous improvement in HRIS, using feedback and data to drive enhancements, staying updated with industry best practices

- Capstone Project: Participants will work on a real-world HRIS project, applying the concepts and techniques

learned throughout the course, presenting their findings and recommendations

Registration form on the Training Course:
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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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Full Name (Mr / Ms / Dr / Eng): ....
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Official E-Mail: ....

Company Information

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Address: ....
City / Country: ....

Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): ....
Position: ....
Telephone / Mobile: ....
Personal E-Mail: ....
Official E-Mail: ....

Payment Method

☐ Please find enclosed a cheque made payable to Global Horizon

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