Global Horizon
TRAINING CENTER

Training Course:
HRIS in Modern Organizations

8 - 12 September 2025
London (UK)
Landmark Office Space - Oxford Street

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HRIS in Modern Organizations

Training Course code: HR236087 From: 8 - 12 September 2025 Venue: London (UK) - Landmark Office Space - Oxford Street Training Course Fees: 5500 ⬜ Euro

Introduction

In today's dynamic business environment, Human Resource Information Systems HRIS have become critical for managing and optimizing an organization's human capital. This training program equips HR professionals and system users with the skills and knowledge needed to work effectively with HRIS platforms. Participants will explore the latest trends, best practices, and technologies in HRIS to improve operational efficiency, enhance employee experience, and support data-driven HR decision-making.

Target Audience

- HR professionals and HRIS users

- HR coordinators and specialists

- HRIS administrators and support staff

- IT staff working with HR systems

- Organizational development officers

- Anyone involved in supporting, using, or maintaining HRIS solutions

Objectives

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

- Understand the core components and features of HRIS.

- Support and participate in HRIS implementation and optimization.

- Use HRIS tools to improve HR operational efficiency and reporting.

- Facilitate integration of HRIS with other business systems.

- Apply best practices for HRIS data security, compliance, and support.

Outlines

Day 1:

Introduction to HRIS and Its Importance

- Definition and evolution of HRIS

- Core components and functionalities

- The role of HRIS in modern organizations

- Overview of current HR technology trends

- Innovations shaping the future of HRIS

- Case studies of successful HRIS use

- Key benefits of HRIS: efficiency, data accuracy, and analytics

- Planning for HRIS adoption: understanding needs and selecting the right solution

Day 2:

HRIS Implementation and Operational Setup

- Fundamentals of implementation workflows

- Key phases of HRIS setup

- Stakeholder involvement and user requirements gathering

- Role of HR and IT in successful implementation

- Budgeting and scheduling basics

- Managing configuration and testing

- Training end-users and handling support issues

- Evaluation methods: tracking KPIs and performance indicators

Day 3:

Optimizing HR Operations Using HRIS

- Automating HR workflows: recruitment, onboarding, and performance reviews

- Payroll, time tracking, and benefits administration

- HR data management and maintaining data accuracy

- Introduction to HR analytics: reports and dashboards

- Employee self-service portals and mobile accessibility

- Enhancing employee experience and engagement with HRIS

- Integrating HRIS with ERP, finance, and other enterprise tools

Day 4:

Addressing Operational Challenges

- Data security in HRIS: user permissions and access control

- Understanding and complying with data privacy regulations

- Regular audits and maintaining data integrity

- Managing system updates and troubleshooting

- Ensuring business continuity: backups and incident responses

- Common challenges and how to overcome them

Day 5:

HRIS Evolution and Continuous Improvement

- The future of HRIS: cloud-based systems, AI, and automation

- The impact of AI and machine learning on HR functions

- Staying up-to-date with emerging HR technologies

- Driving continuous improvement: user feedback, data-driven enhancements

- Best practices for system upgrades and vendor collaboration

- Practical workshop: Reviewing an HRIS case scenario and providing operational improvement suggestions

Registration form on the Training Course:
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