Global Horizon
TRAINING CENTER

Training Course:
Information Systems for Human Resources

3 - 7 August 2026
Rome (Italy)

Training Course:
Information Systems for Human Resources

Training Course code: HR235420 From: 3 - 7 August 2026 Venue: Rome (Italy) - Training Course Fees: 6050 Euro

Introduction:

The "Information Systems for Human Resources" training program is designed to equip HR professionals with the knowledge and skills necessary to effectively use information systems in managing human resources. This program covers the fundamental concepts, applications, and strategic importance of HR information systems HRIS, focusing on how these systems can improve HR processes and contribute to organizational success.

Objectives:

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

1. Understand the role and importance of HRIS in modern organizations.
2. Navigate and utilize various HRIS platforms effectively.
3. Analyze and interpret HR data to make informed decisions.
4. Improve HR processes such as recruitment, performance management, and employee development using HRIS.
5. Develop strategies for implementing and managing HRIS in their organizations.

Target Audience:

- HR professionals and managers
- HRIS administrators and analysts
- IT professionals supporting HR departments
- Business managers involved in HR decision-making
- Anyone interested in understanding the role of information systems in HR

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Outlines:

Day 1: Introduction to HRIS

- Welcome and Introduction
- Overview of Human Resource Information Systems HRIS
  - Definition and History
  - Components and Architecture of HRIS
- Benefits of HRIS to Organizations
- Key Features and Functions of HRIS
  - Employee Data Management
  - Payroll and Compensation
  - Recruitment and Talent Management
- Case Studies: Successful HRIS Implementations

Day 2: HRIS Platforms and Tools

- Overview of Popular HRIS Platforms e.g., SAP SuccessFactors, Oracle HCM, Workday
- Demonstration: Navigating an HRIS Platform
- Hands-on Exercise: Setting Up a Basic HRIS
- Integration of HRIS with Other Systems e.g., Payroll, ERP
- Data Security and Privacy in HRIS
- Group Activity: Developing a Security Plan for HR Data

Day 3: Data Management and Analysis in HRIS

- Importance of Data in HR
- Data Collection and Management Techniques
- Tools for Data Analysis in HRIS
- Reporting and Analytics
- Hands-on Exercise: Generating Reports and Analyzing HR Data

- Case Study: Data-Driven Decision Making in HR

Day 4: HRIS for Recruitment and Talent Management

- Recruitment Process Automation
- Using HRIS for Talent Acquisition
- Performance Management Systems
- Employee Development and Training Management
- Hands-on Exercise: Managing a Recruitment Process in HRIS
- Group Discussion: Best Practices for Talent Management

Day 5: Implementing and Managing HRIS

- Steps for Successful HRIS Implementation
- Change Management in HRIS Implementation
- Training and Support for HRIS Users
- Common Challenges and Solutions in HRIS Management
- Developing an HRIS Strategy for Your Organization
- Final Project: Creating an HRIS Implementation Plan

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Registration form on the Training Course: Information Systems for Human Resources

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

Delegate Information

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

Company Information

Company Name: .....
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

☐ Please invoice me

☐ Please invoice my company

Easy Ways To Register

Telephone: +201095004484 to provisionally reserve your place.

Fax your completed registration form to: +20233379764

E-mail to us : info@gh4t.com or training@gh4t.com

Complete & return the booking form with cheque to:Global Horizon 3 Oudai street, Aldouki, Giza, Giza Governorate, Egypt.