



*Training Course:  
Leading HRIS in Modern Organizations*

*19 - 23 October 2026  
Kigali (Rwanda)*

## Training Course: Leading HRIS in Modern Organizations

Training Course code: HR235423 From: 19 - 23 October 2026 Venue: Kigali (Rwanda) - Training Course Fees: 6350 € Euro

### Introduction

This training program is designed by [Global Horizon Training Center](#) to equip HR and business leaders with the strategic and technical capabilities required to lead, implement, and optimize Human Resource Information Systems HRIS.

In today's data-driven organizations, HRIS is no longer just a system of record—it is a **core enabler of efficiency, analytics, compliance, and employee experience**. Successful HRIS initiatives require not only technical understanding but also strong project governance, change management, and cross-functional integration.

This 5-day program blends **HR technology strategy, implementation methodologies, process optimization, data governance, and future trends AI/analytics**. Participants will leave with practical tools to manage HRIS projects end-to-end and leverage systems for measurable business impact.

### Program Objectives

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

- Understand core components, modules, and architectures of HRIS
- Lead HRIS implementation and optimization initiatives
- Use HRIS to streamline HR processes and improve decision-making
- Integrate HRIS with enterprise systems ERP/CRM
- Establish strong data governance, security, and compliance practices
- Apply HR analytics and dashboards for strategic insights
- Manage change and drive user adoption across the organization

### Target Audience

- HR Managers and HR Leaders
- HRIS Specialists and Analysts
- IT Managers/Leaders working with HR systems
- Organizational Development Leaders
- Project Managers involved in HR technology initiatives
- Professionals engaged in HRIS implementation or optimization

### Training Outline

### Day 1: HRIS Foundations & Strategic Value

- Definition and evolution of HRIS
- Core modules Core HR, Talent, Payroll, Learning, Performance
- HRIS architectures on-premise vs. cloud/SaaS
- Business value: process efficiency, data accuracy, decision support
- Latest trends in HR tech employee experience platforms, automation
- Vendor selection criteria and solution fit analysis
- Case studies: Successful HRIS implementations

### Day 2: HRIS Implementation & Project Management

- Project management fundamentals Agile vs. Waterfall in HRIS
- Implementation lifecycle: discovery → design → build → test → deploy
- Roles & governance sponsor, PM, SMEs, vendors
- Project planning, timelines, budgeting, and resource allocation
- Risk identification and mitigation strategies
- Change management and communication plans
- Training and adoption strategies for end-users
- Monitoring success: KPIs, milestones, and post-go-live review

### Day 3: Process Optimization, Integration & Analytics

- HR process automation recruitment, onboarding, performance, payroll
- Data management: data models, data quality, and master data governance
- HR analytics: key metrics, dashboards, and reporting frameworks
- Building dashboards operational vs. strategic views
- Employee self-service ESS & manager self-service MSS
- Integration with enterprise systems ERP, CRM, finance
- APIs, middleware, and data flow best practices
- Case examples: Improving engagement and efficiency via HRIS

### Day 4: Data Security, Compliance & Audit

- Security fundamentals: access control, role-based permissions
- Data privacy regulations e.g., GDPR-equivalent principles
- Protecting sensitive HR data PII and audit trails
- Incident response and breach management
- Compliance frameworks and internal controls
- HRIS audits: scope, checklists, and remediation
- Ensuring continuous compliance and documentation standards

### Day 5: Future Trends & Continuous Improvement

- Emerging technologies: AI/ML, chatbots, predictive analytics
- Workforce experience platforms and digital HR ecosystems
- Roadmapping HRIS enhancements and upgrades
- Establishing continuous improvement cycles feedback → iterate → scale
- Vendor management and SLA governance
- **Capstone Project:** Design an HRIS initiative selection/implementation/optimization including business case, roadmap, KPIs, and risk plan
- Presentations and peer review



## Registration form on the Training Course: Leading HRIS in Modern Organizations

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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,  
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