

## HR MATRIX & ANALYTICS MANAGEMENT

*"Harness the power of HR metrics and analytics to make smarter, faster, and more strategic workforce decisions."*

### Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** Face-to-Face & Online Training, In-House Training

### Introduction

In the modern business landscape, HR professionals must move beyond intuition and embrace data-driven approaches to workforce planning, talent management, and strategic decision-making. This course empowers participants with practical skills in HR analytics and metrics, equipping them to extract actionable insights, improve HR operations, and align people strategies with business goals. From dashboards to predictive analytics, you'll explore the full lifecycle of HR data usage.

### Objectives

Upon completion of this course, participants will be able to:

- Understand key HR metrics and their strategic implications
- Collect, interpret, and present workforce data effectively
- Use HR analytics to support recruitment, retention, performance, and engagement
- Leverage dashboards and HRIS tools for real-time insights
- Apply predictive analytics to support workforce planning

## Why Attend

HR analytics is no longer a luxury—it's a strategic necessity. This course will enable HR leaders and analysts to translate complex workforce data into actionable business insights, allowing companies to optimize performance, reduce turnover, and build a future-ready workforce.

## Target Audience

- HR Managers & Officers
- People Analysts & HR Data Specialists
- Business Intelligence Professionals
- Workforce Planners
- Talent Acquisition & Development Managers
- Strategic HR Partners

## Individual Benefits

- Gain competency in using data and dashboards to support HR decision-making
- Enhance credibility as a strategic HR business partner
- Learn to design HR scorecards and KPIs aligned with company objectives
- Acquire hands-on skills in presenting HR data to non-HR stakeholders

## Organizational Benefits

- Build a culture of data-driven HR leadership
- Reduce costs and increase efficiency through evidence-based strategies
- Improve talent retention, engagement, and performance outcomes
- Support proactive planning with predictive models and risk metrics

## Instructional Methodology

- Expert-led instruction with case-based learning
- Data analysis simulations using Excel/Power BI/Tableau (optional)
- Real-world HR dashboards and scorecard templates
- Peer group workshops and collaborative exercises
- Quizzes, group discussions, and scenario-based role-plays

## Course Outline

### DETAILED 5-DAY COURSE OUTLINE (CUSTOMIZABLE)

**Training Hours:** 7:30 AM – 3:30 PM **Daily Format:** 3–4 Learning Modules | Coffee Breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

#### Day 1: Introduction to HR Metrics & Analytics

- Module 1: Strategic Importance of HR Data in Business (07:30 – 09:30)
- Module 2: Types of HR Metrics (Efficiency, Effectiveness, Outcomes) (09:45 – 11:15)
- Module 3: Building an HR Scorecard & KPI Framework (11:30 – 01:00)
- Module 4: Workshop: Aligning KPIs to Business Goals (02:00 – 03:30)

#### Day 2: HR Data Collection & Visualization

- Module 1: Data Sources – HRIS, Surveys, Exit Data, ATS (07:30 – 09:30)
- Module 2: Data Cleansing and Management Basics (09:45 – 11:15)
- Module 3: Tools for Visualization – Excel, Power BI, Tableau (11:30 – 01:00)
- Module 4: Hands-on: Creating Dashboards for HR Reporting (02:00 – 03:30)

#### Day 3: Functional HR Analytics Applications

- Module 1: Talent Acquisition Analytics (Time-to-Hire, Source Effectiveness) (07:30 – 09:30)
- Module 2: Workforce Planning & Headcount Modeling (09:45 – 11:15)
- Module 3: Employee Engagement & Retention Analysis (11:30 – 01:00)
- Module 4: Case Study: Solving HR Challenges with Analytics (02:00 – 03:30)

#### Day 4: Predictive & Strategic HR Analytics

- Module 1: Introduction to Predictive Modeling in HR (07:30 – 09:30)
- Module 2: Attrition Risk & Flight Risk Models (09:45 – 11:15)
- Module 3: Succession Planning & Talent Forecasting (11:30 – 01:00)
- Module 4: Workshop: Scenario Planning with Predictive Data (02:00 – 03:30)

#### Day 5: Implementation & Executive Reporting

- Module 1: HR Dashboards for Executive Communication (07:30 – 09:30)
- Module 2: Telling the Story – Data to Strategy Presentation (09:45 – 11:15)
- Module 3: Final Project: Design Your Department's HR Analytics Toolkit (11:30 – 01:00)
- Module 4: Group Feedback, Best Practices, and Wrap-Up (02:00 – 03:30)

## Certification

Participants will be awarded a Certificate of Completion: HR Matrix & Analytics Management, affirming their capability in data-driven HR decision-making and strategic people analytics.

## Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation's unique goals.

**In-House / Customized Training**

Interested in running this course for your team?

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