



International Training
Center Paris

TRAINING SCHEDULE

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HUMAN RESOURCE INFORMATION PROFESSIONAL (HRIP)

Overview:

The Human Resource Information Professional (HRIP) training program is designed for human resources professionals who have responsibilities for managing HR data and systems. This program provides participants with an understanding of the principles and practices of effective HR information management, as well as practical skills that can be applied in their current roles.

Objectives: The objectives of the Human Resource Information Professional (HRIP) training program are:

1. Develop a thorough understanding of HR data management principles and practices.
2. Enhance knowledge and skills in HR information technology and systems.
3. Learn practical approaches to designing and implementing effective HR information systems.
4. Explore innovative HR technology practices and their application in a variety of organizational settings.
5. Develop and apply ethical and legal principles to HR data management.

Throughout the training program, participants will engage in a variety of learning activities, including case studies, group discussions, simulations, and self-assessment exercises. The program is designed to provide participants with practical skills and knowledge that can be applied immediately in their current roles, as well as to enhance their HR data management capabilities.

Targeted Groups:

- HRIS specialists
- HR data analysts
- HR technology managers
- HRIS administrators
- Professionals focusing on HR information systems

Planning:

Day 1: Introduction to HR Data Management

- Overview of HR data management and its role in business success
- Understanding the importance of HR data security and privacy
- Developing a HR data management strategy

Day 2: HR Information Technology and Systems

- Understanding HR information technology and systems
- Selecting and implementing HR technology solutions
- Managing HR data interfaces with other business systems

Day 3: HR Data Governance and Compliance

- Developing HR data governance policies and procedures
- Ensuring compliance with HR data regulations
- Managing HR data privacy and security risks

Day 4: HR Analytics and Reporting

- Understanding HR analytics and reporting
- Developing HR analytics and reporting strategies
- Conducting HR data analysis to inform business decisions

Day 5: Emerging HR Technology Trends and Innovations

- Understanding emerging HR technology trends and innovations
- Exploring new HR technology applications and their potential impact on the business
- Preparing for the future of HR technology