



HUMAN RESOURCES AND TRAINING

# Human Resources Information Systems (HRIS)

Course code: HRT-056

## SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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## — Workshop Overview

Human Resources Information Systems (HRIS) have become essential for improving HR efficiency, enhancing employee experience, and supporting data-driven decisions. Modern organizations rely on HRIS to manage employee records, payroll, reporting, workforce planning, and digital HR services. This course provides participants with practical knowledge to understand HRIS functions, support successful implementation, optimize system performance, and prepare for future HR technologies.

### Why Attend

This course uses an interactive and practical approach through presentations, case studies, group discussions, system demonstrations, workshops, analytics exercises, and real workplace examples.

### Who Should Attend

HR Professionals  
HR Managers  
HR Operations Staff  
HR Analysts  
Digital Transformation Teams  
IT Staff supporting HR systems  
Anyone involved in HR technology and systems

## — Learning Objectives

- Understand the purpose and value of HRIS in modern organizations
- Compare HRIS with traditional HR administration methods
- Use HRIS data for reporting and decision-making
- Support successful HRIS implementation projects
- Improve user adoption and change management
- Strengthen data security and governance practices
- Explore HRIS integration with business systems
- Prepare for future trends including AI and automation

## — Course Outline

DAY  
1

### Foundations of Human Resources Information Systems

- HRIS concept, purpose, and development over time
- Importance of HRIS in modern business environments
- Differences between HRIS and traditional HR processes
- Core HRIS modules and functionalities
- Employee data management systems
- Payroll, benefits, and attendance management
- Examples of HRIS applications across HR functions

DAY  
2

### Strategic HRIS and Workforce Data Analysis

- Aligning HRIS capabilities with organizational goals
- Strategic use of HR data in workforce planning
- Building HR reports and management dashboards
- Tools for analyzing workforce data
- Interpreting data for better business decisions
- Turning HR insights into action plans

DAY  
3

### Implementation and Change Management

- Pre-implementation analysis and readiness reviews
- Needs assessment and requirement gathering
- Stakeholder engagement during implementation
- Project planning timelines and milestones
- Managing risks during HRIS deployment
- Overcoming resistance to change through communication
- Ethics, trust, and responsible use of HR data

DAY  
4

### System Optimisation and Integration

- Data security and access control practices
- User training and support frameworks
- Measuring HRIS performance and effectiveness
- Continuous improvement of HRIS processes
- Integrating HRIS with ERP and CRM systems
- AI applications that enhance HRIS value

DAY

5

## Future Trends and AI for Professional Growth

- Impact of AI, machine learning, and automation on HRIS
- Future trends in predictive and people analytics
- Preparing HR teams for future digital capabilities
- AI tools for professional productivity and growth
- Building a roadmap for HR technology success
- Final Q&A and course review

## — Upcoming Classroom Dates

| DATE                  | LOCATION                | FEE    |
|-----------------------|-------------------------|--------|
| 5 - 9 October 2026    | Amsterdam - Netherlands | €1,600 |
| 12 - 16 October 2026  | London - United Kingdom | €2,125 |
| 9 - 13 November 2026  | Kuala Lumpur - Malaysia | €1,400 |
| 16 - 20 November 2026 | Amsterdam - Netherlands | €2,125 |
| 7 - 11 December 2026  | London - United Kingdom | €1,925 |
| 14 - 18 December 2026 | Barcelona - Spain       | €2,125 |
| 21 - 25 December 2026 | London - United Kingdom | €1,925 |
| 4 - 8 January 2027    | Barcelona - Spain       | €1,925 |

## — Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact [info@sparktraining.eu](mailto:info@sparktraining.eu) or +31 85 115 0004.