

# informatelch



HUMAN RESOURCES AND TRAINING | HRT-050

## Digital Transformation in HR

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# Course content

## Why Attend

Why Attend Digital transformation is reshaping Human Resources by improving efficiency, enhancing employee experience, and enabling data-driven decision-making. Modern HR teams must move beyond manual processes and adopt smart digital solutions that align with organizational goals. This course provides participants with practical tools to identify HR process gaps, use people data effectively, implement digital solutions, and build future-ready HR capabilities.

**Course Methodology** This course uses an interactive and practical approach through presentations, case studies, group discussions, process mapping exercises, digital HR workshops, analytics activities, and real workplace examples.

## Course Objectives

- Understand the principles of digital transformation in HR
- Identify process gaps and improvement opportunities across HR functions
- Use HR data to support better decisions and service delivery
- Design digital HR workflows and solution requirements
- Improve change management and user adoption of HR systems
- Strengthen governance, privacy, and ethical practices in HR technology
- Measure effectiveness of digital HR initiatives
- Build long-term digital capability within HR teams

## Target Audience

- HR Professionals
- HR Managers
- HR Operations Staff
- Digital Transformation Teams



# Course content

## Target Audience

- Talent Management Professionals
- Business Leaders overseeing HR functions
- Anyone involved in HR modernization initiatives

## Target Competencies

- Digital HR Strategy
- Process Improvement
- HR Analytics
- Change Management
- Technology Adoption
- Data Governance
- Strategic Thinking
- Continuous Improvement

## Course outline

### Day 1: Understanding Digital Transformation in HR

- Defining digital transformation in HR and why it matters today
- Transition from manual to digital HR processes
- Link between digital HR and organisational performance
- Workforce and workplace trends influencing HR transformation
- Ethical and governance considerations in digital HR
- Building the vision for modern HR services

### Day 2: Identifying HR Process Gaps and Business Needs



# Course content

## Course outline

- Reviewing HR processes across the employee lifecycle
- Identifying inefficiencies and pain points in existing processes
- Linking HR challenges to organisational priorities and strategy
- Defining clear problem statements to guide digital solutions
- Problem identification tools in HR contexts
- Decision-making tools for process improvement

### **Day 3: Using HR Data to Support Process Improvement**

- Role of people data in HR decision-making
- Identifying key data sources within HR processes
- Different types of HR data and their uses
- Using data to diagnose problems and inform digital solutions
- Best practices for data privacy, ethics, and compliance
- Turning insights into HR improvements

### **Day 4: Designing and Implementing Digital HR Solutions**

- Turning HR process needs into digital solution requirements
- Digital tool selection criteria and considerations
- Redesigning HR workflows for digital implementation
- Managing change, communication, and user adoption
- Linking digital HR solutions to other organisational systems
- Managing implementation risks and success factors

### **Day 5: Sustaining Digital HR and Building Capability**

- Monitoring the effectiveness of digital HR processes



# Course content

## Course outline

- Measuring performance and service quality
- Supporting continuous improvement of digital HR solutions
- Building digital skills and capabilities within HR teams
- Lessons learned from HR transformation initiatives
- Personal action plans for digital HR success

# Seminar dates

## Available seminar dates

Live dates and pricing for Digital Transformation in HR generated from the course details page.

| Date                   | Location                | Format    | Fee      |
|------------------------|-------------------------|-----------|----------|
| 3 - 7 August 2026      | London - U.K            | Classroom | €4,250.- |
| 10 - 14 August 2026    | Kuala lumpur - Malaysia | Classroom | €2,250.- |
| 7 - 11 September 2026  | Amsterdam - Netherlands | Classroom | €4,250.- |
| 14 - 18 September 2026 | London - U.K            | Classroom | €3,850.- |
| 5 - 9 October 2026     | Barcelona - Spain       | Classroom | €4,250.- |
| 12 - 16 October 2026   | London - U.K            | Classroom | €3,850.- |
| 9 - 13 November 2026   | Barcelona - Spain       | Classroom | €4,250.- |
| 16 - 20 November 2026  | Istanbul - Turkey       | Classroom | €3,850.- |
| 7 - 11 December 2026   | Amsterdam - Netherlands | Classroom | €4,200.- |
| 14 - 18 December 2026  | Istanbul - Turkey       | Classroom | €3,200.- |
| 21 - 25 December 2026  | Paris - France          | Classroom | €4,400.- |

### Live online option

Online delivery is available at €1,850.-.