

Course No. 2063

Advanced HR Analytics, Workforce Planning & Data-Driven Decision Making Training Course

HR ANALYTICS, DIGITAL HR, TECHNOLOGY & AI
HUMAN RESOURCES & TALENT MANAGEMENT

DURATION

5 Days

DELIVERY

Classroom



Course Overview

The Advanced HR Analytics, Workforce Planning & Data-Driven Decision Making Training Course provides an advanced and practical framework for using workforce data, people analytics, and structured planning methodologies to support strategic Human Resources management. The programme enables HR professionals and organizational leaders to move beyond descriptive reporting toward evidence-based analysis that supports workforce decisions, organizational planning, talent management, and long-term business priorities.

The course examines how HR analytics can be integrated with workforce planning to identify current and future workforce requirements, assess capability gaps, understand workforce trends, and support informed talent decisions. Participants will explore methods for analyzing workforce demographics, headcount, turnover, absenteeism, recruitment, performance, productivity, skills, succession, and other relevant workforce indicators.

A strong emphasis is placed on translating HR data into meaningful management insights. Participants will learn how to establish relevant analytical frameworks, develop workforce dashboards and reports, interpret trends, identify patterns and risks, and communicate findings effectively to HR leaders, executives, and decision makers. The programme also addresses the importance of data quality, governance, consistency, and appropriate interpretation when using workforce information.

Through practical exercises, workforce planning scenarios, analytical case studies, and decision-making activities, participants will develop the ability to apply HR analytics to real organizational challenges. The course supports organizations in strengthening workforce visibility, anticipating talent requirements, improving resource allocation, identifying workforce risks, and establishing a more systematic approach to strategic Human Resources decision making.

Objectives

- Analyze workforce data to identify trends, patterns, risks, and opportunities relevant to organizational performance.
- Develop an integrated HR analytics framework aligned with strategic workforce and business requirements.

- Apply workforce planning methodologies to assess current and future workforce demand and supply.
- Evaluate workforce capabilities and identify critical skills, competency, and capacity gaps.
- Develop meaningful HR metrics and performance indicators that support management decision making.
- Apply analytical techniques to examine turnover, absenteeism, recruitment, retention, performance, and workforce productivity.
- Design workforce dashboards and management reports that communicate relevant HR insights clearly.
- Assess workforce scenarios and develop evidence-based responses to changing organizational requirements.
- Strengthen the use of workforce data in talent management, succession planning, recruitment, and resource allocation.
- Evaluate the quality, consistency, and reliability of HR data used for analytical and workforce planning purposes.
- Improve the communication of analytical findings to HR leaders, executives, managers, and decision makers.
- Develop a practical HR analytics and workforce planning framework that can be implemented within the organization.

Who Should Attend

This course is designed for HR Directors, HR Managers, Workforce Planning Managers, HR Analytics Managers, People Analytics Specialists, Workforce Planning Specialists, HR Business Partners, Talent Management Professionals, Organizational Development Specialists, HR Reporting Specialists, and professionals responsible for workforce data, reporting, planning, and strategic HR analysis.

It is also suitable for Talent Acquisition Managers, Performance Management Professionals, Compensation and Benefits Specialists, Learning and Development Managers, Strategic Planning Professionals, Business Intelligence Specialists, Department Heads, Senior Managers, and executives involved in workforce decisions and organizational planning. The programme is particularly relevant to government entities, ministries, banks, financial institutions, oil and gas organizations, large corporations, and organizations managing complex or multi-location workforces.

Learning Outcomes

- Analyze workforce datasets and identify trends that influence HR and organizational decisions.
- Develop an HR analytics framework aligned with organizational strategy and workforce priorities.
- Forecast workforce demand and supply using structured workforce planning approaches.
- Identify current and future workforce gaps in skills, capabilities, capacity, and critical roles.
- Calculate and interpret relevant workforce metrics and HR performance indicators.
- Analyze turnover, absenteeism, recruitment, retention, productivity, and workforce movement patterns.
- Develop workforce dashboards and reports that provide actionable management insights.
- Apply scenario analysis to assess potential workforce changes and their organizational implications.
- Use workforce analytics to support talent acquisition, talent management, succession planning, and resource allocation decisions.
- Assess HR data quality and identify issues that may affect analytical accuracy and decision reliability.
- Present workforce insights effectively to executives, managers, and other organizational decision makers.
- Develop an actionable HR analytics and workforce planning plan with priorities, measures, responsibilities, and implementation steps.

Course Outline

DAY 01

Advanced HR Analytics and Strategic Workforce Intelligence

- The strategic role of HR analytics in modern Human Resources management.
- Evolution from HR reporting to workforce intelligence and advanced analytics.
- HR analytics maturity and organizational analytical capabilities.
- Identifying strategic questions that can be answered through workforce data.
- Workforce data sources and analytical requirements.
- HR metrics, indicators, and analytical measures.
- Linking workforce indicators to organizational performance.

DAY 01 — CONTINUED

- Establishing analytical priorities based on business requirements.
- Principles of evidence-based Human Resources decision making.

PRACTICAL APPLICATION

Develop an HR analytics framework based on a strategic organizational workforce challenge.

DAY 02

Workforce Planning, Forecasting and Capability Analysis

- Principles and objectives of strategic workforce planning.
- Analyzing current workforce composition and organizational capacity.
- Workforce demand and supply analysis.
- Workforce forecasting and future staffing requirements.
- Identifying critical positions and workforce dependencies.
- Skills, competencies, and capability gap analysis.
- Workforce segmentation and strategic talent groups.
- Scenario planning for workforce changes and organizational growth.
- Aligning workforce plans with organizational strategy and operational requirements.

PRACTICAL APPLICATION

Develop a workforce plan based on current workforce data and projected organizational requirements.

DAY 03

Advanced Workforce Analytics and HR Performance Measurement

- Workforce turnover and retention analysis.
- Absenteeism and workforce attendance analysis.
- Recruitment and talent acquisition analytics.
- Employee performance and productivity analysis.

DAY 03 — CONTINUED

- Workforce movement and internal mobility analysis.
- Talent management and succession analytics.
- Learning and development effectiveness analysis.
- Compensation and workforce cost analysis.
- Identifying workforce trends, patterns, relationships, and potential risks.

PRACTICAL APPLICATION

Analyze a workforce dataset and identify key trends, risks, and management insights.

DAY 04

HR Dashboards, Reporting and Data-Driven Decision Making

- Principles of effective HR dashboards and workforce reporting.
- Designing executive-level workforce dashboards.
- Selecting relevant metrics and avoiding unnecessary measures.
- Presenting workforce trends and analytical findings.
- Turning HR data into actionable management insights.
- Using comparative analysis and workforce segmentation.
- Scenario analysis and decision support.
- Communicating analytical findings to executives and managers.
- Data quality, consistency, governance, and responsible use of workforce information.

PRACTICAL APPLICATION

Design a workforce dashboard and prepare an executive management report based on analytical findings.

DAY 05

Strategic Workforce Decisions, Risk Analysis and Implementation

- Using HR analytics to support strategic workforce decisions.
- Identifying and monitoring workforce risks.
- Applying workforce analytics to recruitment, retention, talent, and succession decisions.
- Supporting resource allocation through workforce intelligence.
- Developing workforce scenarios and strategic response options.
- Establishing HR analytics governance and accountability.
- Measuring the impact of workforce planning initiatives.
- Developing continuous improvement mechanisms for HR analytics.
- Building organizational capability for data-driven Human Resources management.

FINAL WORKSHOP AND IMPLEMENTATION EXERCISE

Develop an integrated Advanced HR Analytics and Workforce Planning framework covering workforce data, strategic metrics, workforce forecasting, capability analysis, workforce risks, dashboards, management reporting, scenario planning, decision making, governance, performance measurement, and continuous improvement.

Register or Request More Information

Course page: <https://quest-training.com/courses/advanced-hr-analytics-workforce-planning-data-driven-decision-making-training-course>

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