

Course No. 2062

Digital HR Transformation & HR Technology Training Course

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

DURATION

5 Days

DELIVERY

Classroom



Course Overview

The Digital HR Transformation & HR Technology Training Course provides a strategic and practical framework for transforming traditional Human Resources functions through digital technologies, intelligent systems, process automation, integrated platforms, and data-driven practices. The programme focuses on how organizations can modernize HR operations while improving service quality, operational efficiency, employee experience, and strategic decision-making.

The course examines the key components of digital HR transformation, including Human Resources Information Systems, HR process automation, digital employee services, employee lifecycle management, workforce data management, system integration, and digital HR service delivery. Participants will learn how to assess existing HR processes, identify digital transformation opportunities, prioritize technology initiatives, and align HR technology investments with organizational requirements.

A strong focus is placed on applying HR technology across recruitment, talent management, performance management, learning and development, workforce planning, compensation and benefits, and employee services. Participants will explore how integrated technologies can improve data availability, process consistency, reporting capabilities, collaboration, and the overall effectiveness of HR operations.

Through practical exercises, case studies, process redesign activities, and digital transformation planning, participants will develop the capabilities required to design and manage HR technology initiatives. The programme also addresses HR data governance, information security, access management, change management, user experience, technology adoption, performance measurement, and continuous improvement to support sustainable digital HR transformation.

Objectives

- Analyze current HR processes and identify practical opportunities for digital transformation and automation.
- Develop a digital HR transformation strategy aligned with organizational objectives and workforce requirements.
- Evaluate HR technology systems and identify solutions that address operational and strategic HR needs.

- Design integrated digital processes for managing key stages of the employee lifecycle.
- Apply HR process automation principles to reduce manual activities and improve service efficiency.
- Develop effective approaches for managing HR data and improving its quality, accessibility, and integration.
- Evaluate opportunities to apply digital technologies across recruitment, talent management, performance, learning, and workforce planning.
- Strengthen integration between HR technology platforms and relevant organizational systems.
- Apply HR data governance, information security, access management, and digital risk management principles.
- Improve employee and manager experience through digital HR services and self-service capabilities.
- Develop performance indicators for measuring the effectiveness and organizational value of HR technology initiatives.
- Prepare a practical digital HR transformation roadmap covering priorities, implementation phases, responsibilities, and performance measures.

Who Should Attend

This course is designed for Human Resources Directors, HR Managers, Digital HR Managers, HR Technology Managers, Human Resources Information Systems Managers, HR Systems Specialists, Digital Transformation Specialists, and HR professionals responsible for developing HR processes, systems, services, and digital capabilities.

It is also suitable for Talent Management Managers, Workforce Planning Managers, Recruitment Managers, Learning and Development Managers, Performance Management Professionals, Compensation and Benefits Professionals, HR Business Partners, Information Technology Managers, Digital Project Managers, and executives involved in organizational transformation and technology investment decisions. The programme is particularly relevant to government entities, ministries, banks, financial institutions, oil and gas organizations, multinational corporations, and large organizations seeking to modernize their Human Resources operations through technology.

Learning Outcomes

- Assess the current digital maturity of HR functions and identify priority areas for development.
- Develop an integrated digital HR transformation strategy connected to organizational objectives.
- Identify HR processes suitable for automation and redesign them to improve efficiency and service quality.
- Evaluate HR technology solutions against functional, operational, user, and organizational requirements.
- Design an integrated digital employee lifecycle covering key HR processes from recruitment through separation.
- Improve employee data management, accuracy, accessibility, integration, and governance.
- Identify opportunities to apply digital technologies across recruitment, talent management, performance, learning, and workforce planning.
- Develop system integration requirements between HR platforms and other organizational systems.
- Apply appropriate practices for HR data governance, information security, access management, and digital risk control.
- Improve employee and manager experience through digital HR services and self-service solutions.
- Develop meaningful performance indicators for measuring HR technology effectiveness and transformation outcomes.
- Prepare an actionable roadmap for implementing and continuously improving digital HR transformation initiatives.

Course Outline

DAY 01

Digital HR Transformation Strategy and Digital Maturity

- The strategic role of digital transformation in modern Human Resources.
- Evolution of HR from traditional administration to digitally enabled operations.
- Assessing HR digital maturity and organizational readiness.
- Identifying gaps between current and desired HR capabilities.
- Aligning HR strategy with organizational digital transformation objectives.

DAY 01 — CONTINUED

- Identifying digital priorities based on workforce and business requirements.
- Developing a digital HR operating model.
- Redesigning HR processes and services for digital delivery.
- Critical success factors and common risks in HR transformation.

PRACTICAL APPLICATION

Assess the digital maturity of an HR function and develop a prioritized digital transformation agenda.

DAY 02

HR Technology, Systems and Process Automation

- Human Resources Information Systems and their role in modern HR management.
- Digital employee records and workforce information management.
- HR process automation and workflow management.
- Employee and manager self-service solutions.
- Digital employee lifecycle management.
- Integration between HR systems and enterprise applications.
- Electronic approvals, workflows, and process controls.
- Identifying functional and technical HR technology requirements.
- Evaluating and selecting HR technology solutions.

PRACTICAL APPLICATION

Redesign a traditional HR process and convert it into an integrated digital and automated workflow.

DAY 03

Digital Recruitment, Talent Management and Performance

- Digital transformation of recruitment and talent acquisition.
- Digital candidate management and talent databases.
- Automating recruitment and selection processes.

DAY 03 — CONTINUED

- Digital technologies for talent management and succession planning.
- Technology-enabled performance management.
- Digital learning and development platforms.
- Digital workforce planning and HR decision support.
- Technology-enabled compensation and benefits administration.
- Improving the employee journey through digital HR applications.

PRACTICAL APPLICATION

Design a digital HR process for recruitment, talent management, or performance management.

DAY 04

HR Data Management, Integration and Digital Governance

- Managing HR data in a digital environment.
- Data quality, accuracy, consistency, and accessibility.
- HR data flows between systems and organizational platforms.
- Principles of HR data governance.
- Protecting employee information and sensitive HR data.
- Managing HR technology and digital transformation risks.
- User access, permissions, and information security controls.
- Managing organizational change during HR technology implementation.
- User experience, system usability, and technology adoption.

PRACTICAL APPLICATION

Develop an HR data governance framework and identify key risks, controls, responsibilities, and improvement actions.

DAY 05

Leading Digital HR Transformation and Measuring Performance

- Leading digital HR transformation initiatives.
- Stakeholder engagement and building organizational support.
- Change management and workforce readiness.
- Planning and managing HR technology implementation projects.
- Developing digital HR performance indicators.
- Measuring process efficiency, service quality, adoption, and user experience.
- Assessing organizational value from HR technology investments.
- Continuous improvement of digital HR services and capabilities.
- Developing a sustainable HR technology development framework.

FINAL WORKSHOP AND IMPLEMENTATION EXERCISE

Develop a complete Digital HR Transformation & HR Technology roadmap covering current-state assessment, capability gaps, automation priorities, technology requirements, system integration, data governance, information security, change management, performance indicators, implementation phases, and continuous improvement.

Register or Request More Information

Course page: <https://quest-training.com/courses/digital-hr-transformation-hr-technology-training-course>

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