

Course No. 2064

HR Analytics & People Analytics Using Power BI Training Course

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

DURATION

5 Days

DELIVERY

Classroom



Course Overview

The HR Analytics & People Analytics Using Power BI Training Course provides a practical and advanced framework for transforming Human Resources data into meaningful workforce insights, interactive dashboards, and evidence-based management decisions. The programme focuses on developing the analytical capabilities required to move beyond traditional HR reporting and use structured data analysis to understand workforce trends, measure performance, identify risks, and support strategic HR planning.

The course covers the complete process of developing HR analytics solutions using Power BI, from preparing and organizing employee data to connecting data sources, building data models, creating analytical measures, and developing interactive dashboards. Participants will work with practical HR datasets covering workforce demographics, recruitment, turnover, absenteeism, performance, compensation, learning and development, and other key workforce indicators.

A strong emphasis is placed on converting workforce data into actionable management information. Participants will learn how to develop relevant HR metrics, analyze workforce trends, compare organizational segments, identify patterns, and present findings through clear and professional dashboards. The programme also addresses the different reporting requirements of HR professionals, managers, and executive decision makers.

Through hands-on exercises, case studies, data preparation activities, dashboard development, and workforce analysis scenarios, participants will build practical competence in applying Power BI to HR and People Analytics. The course also addresses data quality, data governance, information security, reporting consistency, and responsible handling of employee information, supporting organizations in establishing a reliable and sustainable approach to data-driven Human Resources management.

Objectives

- Analyze HR and workforce data to identify trends, patterns, risks, and opportunities relevant to organizational performance.
- Apply data preparation and cleaning techniques to improve the quality and usability of employee information.

- Develop structured HR data models suitable for workforce and People Analytics using Power BI.
- Connect and integrate relevant HR data sources for analysis and reporting.
- Develop meaningful HR metrics and workforce performance indicators aligned with organizational requirements.
- Apply analytical techniques to examine employee turnover, absenteeism, recruitment, performance, compensation, and learning data.
- Create analytical measures and calculations that support meaningful workforce analysis.
- Design interactive HR dashboards using Power BI for HR professionals, managers, and executives.
- Evaluate workforce trends through filtering, segmentation, comparisons, and time-based analysis.
- Apply HR data governance and information security principles when managing employee data and analytical reports.
- Improve the communication of workforce insights by presenting analytical findings in a clear and decision-oriented format.
- Develop an integrated HR and People Analytics reporting solution using Power BI that can support ongoing workforce decision making.

Who Should Attend

This course is designed for HR Managers, HR Analytics Managers, People Analytics Specialists, HR Specialists, HR Reporting Specialists, Workforce Planning Specialists, HR Business Partners, Talent Management Professionals, Organizational Development Specialists, and Human Resources professionals responsible for workforce reporting, employee data analysis, and evidence-based decision making.

It is also suitable for Business Intelligence Specialists, Data Analysts, HR Technology Professionals, Recruitment Managers, Performance Management Professionals, Learning and Development Managers, Compensation and Benefits Specialists, and workforce planning professionals who work with HR data. The programme is particularly relevant to government entities, ministries, banks, financial institutions, oil and gas organizations, large corporations, and organizations managing large or geographically distributed workforces.

Learning Outcomes

- Prepare, clean, organize, and validate HR datasets for analytical use.
- Import and connect multiple HR data sources within Power BI.
- Build structured data models that support HR and People Analytics requirements.
- Develop analytical measures and workforce indicators for management reporting.
- Analyze employee turnover and retention patterns to identify relevant workforce trends.
- Analyze absenteeism, attendance, recruitment, and workforce movement data.
- Evaluate employee performance, learning and development, compensation, and workforce cost indicators.
- Design interactive HR dashboards that clearly present key workforce metrics.
- Develop customized reports for HR teams, managers, and executive decision makers.
- Use filters, segmentation, comparisons, and time-based analysis to identify workforce patterns.
- Assess HR data quality and apply appropriate data governance and information security practices.
- Translate workforce analytics into actionable insights and recommendations that support HR and organizational decisions.

Course Outline

DAY 01

HR Analytics, People Analytics and HR Data Preparation

- Introduction to HR Analytics and People Analytics.
- The role of workforce data in modern Human Resources management.
- Moving from traditional HR reporting to data-driven workforce analysis.
- Identifying business questions that HR analytics can answer.
- HR data sources and types of employee information.
- Workforce metrics and key HR performance indicators.
- Preparing employee data for analysis.
- Data cleaning, validation, classification, and consistency checks.
- HR data quality, governance, and responsible data management.

DAY 01 — CONTINUED

PRACTICAL APPLICATION

Prepare and clean an employee dataset for HR analytics and Power BI reporting.

DAY 02

Power BI and HR Data Modeling

- Introduction to the Power BI environment and core components.
- Importing HR data from different sources.
- Connecting employee, organizational, recruitment, attendance, and performance data.
- Creating relationships between HR data tables.
- Building structured data models for HR reporting.
- Organizing fields, categories, measures, and analytical dimensions.
- Developing calculations and analytical measures.
- Working with dates and time periods in workforce data.
- Validating data models and analytical results.

PRACTICAL APPLICATION

Build an integrated HR data model and connect multiple workforce data sources using Power BI.

DAY 03

People Analytics and Workforce Performance Analysis

- Workforce headcount and employee composition analysis.
- Employee turnover and retention analytics.
- Absenteeism and attendance analysis.
- Recruitment and talent acquisition analytics.
- Employee movement and internal mobility analysis.
- Performance and workforce productivity analysis.
- Learning and development analytics.
- Compensation and workforce cost analysis.

DAY 03 — CONTINUED

- Workforce trends, comparisons, segmentation, and pattern identification.

PRACTICAL APPLICATION

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

DAY 04

HR Dashboards and Interactive Workforce Reporting

- Principles of effective HR dashboard design.
- Selecting relevant metrics for HR managers and executive decision makers.
- Creating charts, indicators, and interactive visualizations.
- Designing HR reports for different organizational audiences.
- Using filters and segmentation by department, location, job level, and employee group.
- Time-based workforce trend analysis and comparative reporting.
- Designing dashboards for turnover, absenteeism, recruitment, performance, and workforce costs.
- Improving report clarity, usability, and decision relevance.
- Managing report updates and workforce information.

PRACTICAL APPLICATION

Design an interactive HR dashboard containing key workforce indicators and management views.

DAY 05

Advanced People Analytics, Decision Support and Governance

- Converting HR data into actionable workforce insights.
- Using People Analytics to support strategic HR decisions.
- Identifying workforce risks through analytical techniques.
- Analyzing turnover patterns and employee retention indicators.
- Developing executive workforce reports for strategic planning.

DAY 05 — CONTINUED

- Using comparative and segmented analysis to improve decision quality.
- HR data governance, information security, and employee data protection.
- Managing access permissions for HR reports and dashboards.
- Measuring the value and effectiveness of HR analytics.

FINAL WORKSHOP AND IMPLEMENTATION EXERCISE

Build an integrated HR Analytics and People Analytics solution using Power BI covering workforce metrics, employee turnover, absenteeism, recruitment, performance, learning and development, compensation, workforce costs, trend analysis, interactive dashboards, executive reporting, actionable insights, and recommendations for data-driven HR decision making.

Register or Request More Information

Course page: <https://quest-training.com/courses/hr-analytics-people-analytics-using-power-bi-training-course>

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