

## Course Content

International Training Programme on

### “Digitalization and Human Resource Management”

<b>☞ Introduction</b>	
	<ul style="list-style-type: none"><li>○ Role &amp; Importance of Digitalization in HRM</li><li>○ An Overview of Digital Transformation in HRM</li></ul>
<b>☞ HR Tech (Digital Strategy &amp; Transformation)</b>	
	<ul style="list-style-type: none"><li>○ Human Resources Information Systems (HRIS)</li><li>○ Human Capital Management Systems (HCMS)</li><li>○ Applicant Tracking Systems (ATS)</li><li>○ Benefits Administration (BA)</li><li>○ Learning Management Systems (LMS)</li><li>○ Employee Self-Service (ESS)</li></ul>
<b>☞ HR Process Automation</b>	
	<ul style="list-style-type: none"><li>○ Talent management (TM) software:</li><li>○ Workforce management (WFM) software</li><li>○ Payroll management software:</li><li>○ Performance management software:</li><li>○ Learning and management systems (LMS) tools</li></ul>
<b>☞ HR Analytics</b>	
	<ul style="list-style-type: none"><li>○ India's HR Tech market</li><li>○ Adoption of contactless hiring solutions in organizations.</li><li>○ Digitalization and Cyber security</li><li>○ AI's role in recruitment</li><li>○ Freelance economy/ Gig Economy</li></ul>
<b>☞ Digital Skills for the Changing Workforce</b>	
	<ul style="list-style-type: none"><li>○ Skill Development and HRM</li><li>○ Use of cloud-based tools, such as cloud developer tools</li><li>○ Use of online collaboration, accounting, and customer relationship management (CRM) software</li><li>○ Technical support skills</li><li>○ Cyber security skills</li><li>○ Machine learning</li><li>○ Cloud architecture design</li></ul>