

Introduction to People Analytics

CPD 24 Units | 24 PL Credits

Online Self-Directed or Pre-work + 3 Days Classroom or Pework + 6 Virtual Sessions & Assignments



Finance Professionals Network
BEYOND BORDERS

dbrownconsulting focuses on helping organizations and individuals achieve more with their data. We partner with CFA Institute Nigeria and the Finance Professionals Network to deliver world-class learning and professional development solutions to its members and candidates in Nigeria. We are also an accredited training provider of the Financial Modeling Institute based in Canada, Microsoft Gold Partners and a member of CPD UK.

Overview

People are the most valuable resource in any organisation. The daily decisions they make determine the fortunes of organisation.

Human Resources ability to make evidence based people decisions and manage talent effectively has a direct impact on organisations bottom line and the wellbeing of its employees. In the new world of Data, having People Analytics competency is therefore unquestioned.

This course will introduce you to the fundamentals of people analytics, showing how best to leverage your expertise as an HR Professional to effectively answer questions like, who to hire, how to engage and retain people and more.

Analytics has the ability to enhances our judgement as humans, come and learn the process of making more accurate people predictions devoid of our many biases.

Learning Outcomes

By the end of the course participants will be able to:

- Assess you people analytics competencies & capabilities of your organisation
- Understand basic statistics for interpreting data
- Implement a framework for managing data effectively
- Build a simple People Analytics dashboard in Power BI and Excel
- Learn data visualisation best practices to aid management decision making
- Build an artificial intelligent HR BOT in Microsoft Power Virtual Agent

Course Structure

- Online self-paced
- 3 hours of content
- Multiple quizzes

- Capstone to build an HR BOT
- Access to a digital certificate
- 12 months access

Course Content

Overview of People Analytics

- A History of analytics and HR
- Differentiate between people analytics & typical HR Reporting
- Review Standard People analytic use cases
- Overview of the most common Tools and platforms
- A road map for implementing People Analytics in your organisation

Working with Data

- Identifying poor, good and strong data
- Learning how to question data
- Identifying Biases in your Data
- Understanding the rules for generating data
- Understanding the rules for working with data
- Using Power Query in Excel to turn poor data to strong data
- Understanding what to do with unstructured data

HR Metrics and Statistics

- Understanding Basic Statistics
- Identifying core HR metrics and their context
- Selecting the right metric & avoiding common measurement errors
- Thinking quantitatively
- How not to measure the wrong thing
- Learning to visualize metrics for greater insights
- Interpreting reports Building a standard HR Report

Data Presentation and Visualization

- How to become a data sensemaker
- Learning the best practices for visualisation
- Overview of the International Business Communications Standards

- Telling a story with your data
- How to present your report so it is understood

People Analytics Case with Excel & Power BI

- Overview of Power BI & Excel
- Cleaning your Data
- Consolidating your Data
- Analyzing your Data
- Visualising your Data
- Building a Dashboard
- Finding patterns
- Using Predictive tools

Building your Personal HR BOT

- Overview of Microsoft Power Virtual Agent
- Activating your Free Account
- Work through of automating HR Tasks
- Building your BOT
- Publishing your BOT
- Improving your BOTs knowledge
- Analyzing Data from your BOT



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