



HR Metrics and Workforce Analytics Training Course

HR Metrics and Workforce Analytics Training Course

Overview

HR Metrics and Workforce Analytics Training Course is a one-week course for HR professionals, workforce planning teams, HR business partners, reporting specialists, and managers who leave with a Workforce Measurement and Analytics Pack. Participants define measures, check HR data quality, analyze workforce patterns, build decision-ready dashboards, and document actions and governance. The course connects people data to explicit workforce questions rather than isolated reporting. Agile Leaders Training Center develops practical HR measurement and analytics capability.

Who Should Attend

- HR functions responsible for workforce measures, reports, and management information
- Workforce planning functions responsible for capacity, movement, skills, and succession evidence
- HR business partnering functions responsible for translating people patterns into business actions
- Talent functions responsible for recruitment, learning, performance, engagement, and retention indicators
- Management functions responsible for reviewing workforce risks, priorities, and outcomes

The course assumes participants can work with basic tables and HR process data, and leaves out advanced statistics, machine learning, software administration, and certification preparation.

Departments and Industries

The course supports departments and industries that measure workforce activity, capability, experience, and outcomes.

- Human resources, workforce planning, talent management, and organizational development
- Finance, strategy, operations, project management, and corporate services
- Financial services, professional services, retail, and hospitality
- Manufacturing, logistics, construction, utilities, and property services
- Healthcare, education, technology, telecommunications, and nonprofit organizations

Learning Objectives

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



- Apply a workforce measurement framework to HR questions
- Build metric definitions, ownership, and data-quality controls
- Analyze workforce composition, movement, and process performance
- Compare trends, segments, targets, and contributing factors
- Evaluate dashboard narratives and decision implications
- Build an HR measurement action and governance plan

Course Agenda

Day 1: Define Workforce Measurement

- People Question and Decision Canvas
- Outcome, Driver, and Metric Chain
- ISO 30414:2025 Metric Coverage Map
- Metric Definition and Calculation Sheet
- Measure Owner and Review Register

Day 2: Establish HR Data Quality

- HR Data Source and Lineage Map
- Field Definition and Coding Dictionary
- Completeness, Accuracy, and Timeliness Checklist
- Missing Record and Duplicate Diagnostic
- Access, Privacy, and Use Control Matrix

Day 3: Analyze Core Workforce Measures

- Headcount and Workforce Composition Table
- Recruitment Funnel and Time Measure Set
- Movement, Mobility, and Turnover Analysis
- Absence and Well-Being Indicator Review
- Learning, Performance, and Engagement Measure Grid

Day 4: Interpret and Communicate Insights

- Trend, Target, and Variance Comparison
- Segment and Cohort Analysis Grid
- Driver Hypothesis and Evidence Log
- Workforce Dashboard Storyboard
- Finding, Implication, and Action Narrative



Day 5: Practice Workforce Analytics

- Exercise: Define a Workforce Question and Measures
- Exercise: Diagnose HR Data Quality Issues
- Exercise: Analyze Trends, Segments, and Drivers
- Exercise: Present a Dashboard and Action Narrative
- Capstone: Workforce Measurement and Analytics Pack

Practical Exercises

The course uses suggested activities based on recruitment, retention, absence, capability, performance, and workforce planning situations.

- Suggested activity: convert a workforce concern into a decision question, outcome chain, metric definition, owner, and review cycle.
- Suggested activity: inspect HR records for missing values, duplicates, inconsistent definitions, timing gaps, access issues, and analytical limitations.
- Suggested activity: compare headcount, movement, recruitment, absence, learning, performance, engagement, and retention patterns across time and segments.
- Suggested activity: assemble a dashboard narrative that separates findings from assumptions and assigns actions, owners, measures, and review points.

FAQs

Who suits HR metrics and workforce analytics training, and what does it assume?

HR, workforce planning, reporting, talent, and management functions suit the course; it assumes basic familiarity with HR processes and tables, without requiring advanced statistical or programming experience.

How does HR metrics and workforce analytics differ from HR system training?

HR metrics and workforce analytics focuses on questions, definitions, data quality, interpretation, dashboards, and actions; HR system training focuses on configuring or operating a particular software platform.

How should an HR metric be defined for consistent reporting?

An HR metric should specify its purpose, business question, formula, population, inclusions, exclusions, source, owner, frequency, segment rules, validation checks, target context, and interpretation limits.

What makes workforce analytics useful for management decisions?

Workforce analytics becomes useful when it begins with a decision, uses controlled definitions, compares meaningful trends and segments, tests plausible drivers, states limitations, and connects findings to accountable actions.



How should workforce dashboard findings be communicated?

Workforce dashboard findings should distinguish observation from explanation, provide relevant context, show material patterns, state data limitations, identify implications, and define actions with owners and review measures.

Conclusion

Participants take back a Workforce Measurement and Analytics Pack containing question canvases, metric definitions, quality checks, workforce analyses, dashboard structures, narratives, action logs, and governance records. It changes HR reporting from disconnected counts into a decision-linked measurement cycle. The pack supports consistent definitions, traceable findings, and accountable workforce actions.



Training Course Categories

Agile PM and Project Management Training Courses

Agribusiness & Food Security Training Courses

Certified Courses By International Bodies

Communication and Public Relations Training Courses

Crisis Management and Business Continuity Training Courses

Data Analytics Training and Data Science Courses

Digital Government & Public Service Training Courses

Education and Learning Development Training Courses

Environment & Sustainability Training Courses

Facilities and Real Estate Training Courses

Finance and Accounting Training Courses

Governance, Risk and Compliance Training Courses

Healthcare Management Training Courses

Heritage Conservation and Museum Management Training Courses

Hospitality and Tourism Training Courses

Human Resources Training and Development Courses

IT Security Training & IT Training Courses

Leadership and Management Training Courses

Legal Training, Procurement and Contracting Courses

Maintenance Training and Engineering Training Courses

Marketing, Customer Relations, and Sales Courses

NGO, Humanitarian and Development Management Training Courses

Occupational Health, Safety and Security Training Courses

Oil & Gas Training and Other Technical Courses

Personal & Self-Development Training Courses

Quality and Operations Management Training Courses



Training Course Categories

Secretarial and Administration Training Courses

Shipping, Maritime and Ports Training Courses



Training Cities

Abu Dhabi UAE	Accra Ghana	Amman Jordan
Amsterdam Netherlands	Athens Greece	Baku Azerbaijan
Bali Indonesia	Bangkok Thailand	Barcelona Spain
Berlin Germany	Cairo Egypt	Cape town South Africa
Casablanca Morocco	Chicago USA	Doha Qatar
Dubai UAE	Frankfurt Germany	Geneva Switzerland
Istanbul Turkey	Jakarta Indonesia	Johannesburg South Africa
Kuala Lumpur Malaysia	Kuwait Kuwait	Langkawi Malaysia
Lisbon Portugal	London UK	Madrid Spain
Manama Bahrain	Marbella Spain	Milan Italy
Montreux Switzerland	Munich Germany	Muscat Oman
Nairobi Kenya	New York USA	Nice France

Training Cities

Paris

France

Phuket

Thailand

Port Louis

Mauritius

Porto

Portugal

Prague

Czech Republic

Rome

Italy

San Diego

USA

Seoul

South Korea

Sharm El-Sheikh

Egypt

Singapore

Singapore

Tashkent

Uzbekistan

Tbilisi

Georgia

Tokyo

Japan

Toronto

Canada

Trabzon

Turkey

Vienna

Austria

Zanzibar

Tanzania

Zoom

Online Training

Zurich

Switzerland