MERCURY

The Training HR Business Analyst Course

8 – 12 March 2027
Nairobi (Kenya)



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Introduction

The topic of training analysis is a burgeoning and captivating domain within today's world-class training functions. This innovative training HR business analyst program zeroes in on all the pivotal areas of analysis, which encompasses training measurement and evaluation.

Those enrolling in this training HR business analyst course will emerge with a comprehensive array of analysis tools, bolstered by numerous practical examples, readily deployable in their professional sphere. These instruments are quintessential for any training endeavor, particularly those aiming to elevate their value or consider transitioning to a profit center.

This course module deepens into HR business analysis, empowering HR professionals to harness information for strategic decision-making. It draws on business systems analyst training, integrating HR data analyst course, HR analyst course, and HR business process analyst practices.

Participants will learn how to translate HR data into meaningful insights, reflecting the core tenets of the HR data analyst, the HR solutions analyst, and the HR process analyst. Whether you are an emerging HR data management analyst or an aspiring HR data analyst manager, this course is designed to be the stepping stone for any HR business analyst training you may need.

Targeted Groups

- HR personnel.
- Training managers and training personnel.
- Training budget koldere.
- Succession planners and those responsible for people development.

Course Objectives

At the end of this training HR business analyst course, the participants will be able to:

- Measure the effectiveness of training using the latest evaluation model.
- Demonstrate trends and do efficiency analysis.
- Set up and effectively measure any element of delivered training and be able to demonstrate training efficiency.
- Measure skills, knowledge, behavior, competency, style, self-belief, attitudes, and personality.
- Demonstrate how trend changes can benefit the organization.
- Use specific software packages to measure competency by department or company-wide.
- Produce complex data on training effectiveness and individual application.
- Evaluate trainer efficiency.

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Targeted Competencies

By the end of this training HR business analyst course, the target competencies will be able to evolve:

- Problem management.
- Problem-solving.
- Analysis of data.
- Creativity.
- Conceptual thinking.
- Balanced decision-making.
- Results orientation.
- Learning about the new training model for training efficiency.
- Using many techniques to measure and show training results in the business.

Course Content

Unit 1: The Added Value Role of Today's Training Analyst

- What value does training offer?
- The need for training to produce measurable results.
- It's vital to know who your customer is.
- Establishing a training process that works and is auditable - the new schema.
- Mastering training costs and budgets.
- Managing and being accountable for training expenditures.
- Adding value through training activities.
- The role of the training analyst.

Unit 2: How People Learn and Barriers To Learning

- Learning style and their impact on training courses.
- How can we inexpensively measure learning style?
- Personality and its effects on training results - the big five explained.
- What can training realistically achieve?
- Can you overcome learning difficulties?
- Critical times to get the best from training - more time in the classroom is not always the answer.
- Retention and its crucial role in what we can remember.
- Motivation factors in learning - what can we do differently?

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Unit 3: Specifying and Constructing Training Properly

- What are learning outcome objectives, and why do we need them?
- How do you write learning outcome objectives?
- The documents required for any training course - the critical documents.
- Maximizing the use of visual aids and other aids.
- How do we calculate the room size needed and the screen size?
- Sound and its role in aiding learning.
- The benefit of using specific training videos.
- Use of “clipped” video sequences.

Unit 4: Training Analysis - The Key Areas of Measurement

- Budget spent and the monitoring of costs.
- Creating value from training.
- Understanding entirely how competency frameworks work.
- Setting standards for competency and measuring competency improvement.
- What is performance - is it related to competency?
- Measuring improvements after training - how to do it?
- Competence + performance = productivity.
- Software needed to measure competence and performance - also automating TNA.

Unit 5: Measuring and Reporting Training Results

- Formulas needed added value and unit costs.
- Maximizing but controlling training activities.
- The new leadership role of training.
- Dealing with uncertainty during training.
- Case studies showing training success.
- Should training functions be profit centers?
- What is the role of end-of-course questionnaires?