

Advanced Diploma in HR Analytics & GenAI

Simple, Module-by-Module Curriculum Guide — What You Learn & Which Tool You Use

Program Overview

A 4-month, live online, industry-aligned program combining HR domain knowledge, data analytics, and Generative AI. It covers talent acquisition, engagement, workforce planning, and compensation analytics — with 100% placement assistance.

Duration: 4 Months | **Mode:** Live Online | **Support:** 100% Placement Assistance

Tools You Will Learn — At a Glance

Python: Jupyter Notebook, NumPy, Pandas, Matplotlib, Seaborn — used for cleaning HR data (attrition, payroll, performance) and building visualizations.

SQL: Writing queries, JOINS, GROUP BY, filtering & subqueries to extract and clean HR data (employee records, payroll, attendance).

Advanced Excel: PivotTables, VLOOKUP/XLOOKUP, INDEX-MATCH, conditional formatting, what-if analysis, and basic HR dashboards.

Power BI: Power Query, DAX measures (attrition rate, headcount YoY), and interactive dashboards for recruitment, attrition & compensation.

Tableau: Connecting to HR datasets, building visual dashboards, calculated fields, filters & parameters.

Generative AI (GenAI): ChatGPT, Microsoft Copilot & Gemini for HR documentation, report automation, prompt libraries, resume screening & ethical AI use.

Course Modules & Tools Used

Each module below lists exactly what you'll learn and which tool(s) you'll use for it, so you always know what to expect.

Module 1: Introduction to HR Analytics & Data-Driven Decision Making	Tools Used
- Why HR Analytics matters for modern organizations - Key HR metrics and their strategic importance - Challenges & opportunities in implementing HR Analytics - Basics of data governance and compliance	Foundational — no tool yet

Module 2: Data Analytics Essentials for HR Professionals	Tools Used
- Data collection, cleaning & preparation techniques - Exploratory data analysis and visualization - Descriptive & inferential statistics - Introduction to SQL for querying HR data - Advanced Excel techniques for HR analytics	SQL, Advanced Excel

Module 3: Recruitment & Workforce Planning Analytics	Tools Used
- Data-driven workforce planning - Analyzing recruitment efficiency & effectiveness - Predictive modeling for hiring trends & talent acquisition - Dashboard creation for recruitment metrics (Power BI)	Power BI

Module 4: Performance, Productivity & Workforce Efficiency	Tools Used
- Designing performance tracking systems using data - Metrics for productivity analysis & optimization - Workforce efficiency modeling & forecasting - Case study: performance metrics for a large corporate	Excel, Power BI

Module 5: Engagement & Retention Analytics	Tools Used
- Measuring employee satisfaction & engagement - Predictive analytics for attrition & retention - Employee feedback analysis using sentiment analysis (Python) - Practical project: building a retention dashboard	Python, Power BI / Tableau

Module 6: Compensation, Benefits & Workforce Budgeting	Tools Used
- Pay structure analysis and optimization - Workforce cost management & ROI calculations - Advanced analytics for pay parity & benchmarking - Practical training: automating compensation analysis using Python	Python

Module 7: Learning, Development & Succession Planning Analytics	Tools Used
- Skill gap analysis & predictive L&D needs assessment - Measuring ROI of training programs - Succession planning using analytics - Real-world application: L&D budget optimization dashboard	Power BI / Tableau

Module 8: Diversity, Equity & Inclusion (DEI) Analytics	Tools Used
- Metrics to measure & improve workplace diversity - Designing data-driven inclusion strategies - Tracking & reporting DEI performance - Case study: building a DEI dashboard	Power BI / Tableau

Module 9: Generative AI (GenAI) Applications in HR Analytics	Tools Used
• Introduction to Generative AI and its impact on HR • Using ChatGPT, Copilot & Gemini for HR documentation & insights • Automating HR reports, emails & policy drafts using GenAI • Creating prompt libraries for HR use cases (recruitment, L&D, etc.) • AI-driven candidate screening & resume summarization • Integrating GenAI with ATS, HRMS & analytics dashboards • Ethical use of AI in people analytics & decision-making • Project: automate an end-to-end HR report using GenAI	ChatGPT, Microsoft Copilot, Gemini

Module 10: Capstone Project & Career Preparation	Tools Used
• Real-world capstone project on HR Analytics • Hands-on application of SQL, Python, Tableau & other tools • Resume building & LinkedIn profile optimization • Mock interviews & career counseling sessions	SQL, Python, Tableau & more