

LIVE COURSE

HR Analytics and Talent Acquisition

Learn HR analytics and modern talent acquisition through live mentor-led sessions. Build dashboards, predict attrition and hire smarter using Excel, Power BI, SQL and ATS tools, with portfolio projects.

Industry-Led Course

Batch details updating soon

Management



DURATION
3 Months



LEVEL
Beginner to Advanced



MODE
Live Online



LANGUAGE
English



BATCH STARTS
To be announced



ENROLMENT CLOSES
Open

COURSE FEE

₹7,999

₹25,000 - save 68% OFF



LIVE COURSE BROCHURE

Inside this brochure

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01 · AT A GLANCE



Course Overview

Learn HR analytics and modern talent acquisition through live mentor-led sessions. Build dashboards, predict attrition and hire smarter using Excel, Power BI, SQL and ATS tools, with portfolio projects.

This live, mentor-led course covers recruitment strategy, sourcing, screening, HR metrics, people analytics and workforce planning. You learn through hands-on projects with Excel, SQL, Power BI and Python basics, finishing with a job-ready portfolio for HR analyst and talent acquisition roles.



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ENROLMENT CLOSES

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RATING

5.0 / 5


LEARNERS

234+ Learners Enrolled · Trusted by ambitious learners nationwide

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Highlights

Industry-Led Upskilling Courses

Learn from industry professionals with years of real-world experience.

Personalized Mentorship

Get one-on-one guidance tailored to your career goals and aspirations.

Premium Resources

Access course materials, job portal, free events, challenges and learner 8C Appraisal reports.

Vibrant Community

Connect with like-minded peers and build lasting professional relationships.



02 · SIMPLE 3-STEP JOURNEY

How Our Courses Work

A structured, step-by-step path designed to take you from foundational learning to career success with industry guidance.

01

Step 1: Enroll & Get Started

Choose your course and complete the enrollment process. Access your learning materials instantly and join our community of learners.

✓ Instant access to course materials

✓ Personalized learning dashboard

✓ Welcome orientation session

02

Step 2: Learn & Practice

Engage with interactive lessons, live sessions, and hands-on projects. Learn from industry experts and apply your knowledge in real-world scenarios.

✓ Live classes with expert instructors

✓ Hands-on practical projects

✓ One-on-one mentorship support

03

Step 3: Complete & Get Certified

Finish your coursework, pass assessments, and receive your professional certificate. Launch your new career with confidence and credentials.

✓ Industry-recognized certificate

✓ Portfolio of completed projects

✓ Career placement assistance

03 · BEFORE YOU ENROLL



Eligibility & Prerequisites

Check who this course is designed for and what you should know before your first class.

WHO CAN JOIN

Eligibility

- ✓ Students from any stream seeking HR careers
- ✓ Fresh graduates targeting recruiter or HR analyst roles
- ✓ Working HR professionals wanting data skills
- ✓ Career switchers moving into people analytics

BEFORE YOU START

Prerequisites

- ✓ Basic computer and internet skills
- ✓ Comfort with simple spreadsheets
- ✓ Interest in HR and recruitment
- ✓ Willingness to practice with real datasets

04 · CAREER-READY SKILLS



Skills You Will Gain

Hands-on skills you will practise in live classes, assignments and projects throughout the course.

Talent Acquisition

Recruitment Strategy

Boolean Sourcing

Resume Screening

Structured Interviewing

Candidate Experience

Employer Branding

HR Metrics

Attrition Analysis

Workforce Planning

Compensation Analytics

Employee Engagement Analysis

Excel for HR

SQL Basics

Power BI Dashboards

Data Storytelling

05 · PRODUCT ECOSYSTEM ARCHITECTURE



How we designed our Product?

An all-in-one ed-tech ecosystem carefully engineered to bridge learning, practical skill assessment, career guidance, and employment.

WORLD'S FIRST FEATURE

8C Appraisal Report

Proprietary evaluation matrix measuring holistic performance across 8 career pillars for authentic proof-of-work.

Communication

Configuration

Chronicle

Completeness

Cognizance

Conception

Comprehension

Case Study

Industry Validated · 100% Data Score

SUBJECT MATTER EXPERT AI

Insyrio AI

Get instant 24/7 doubt solving and concept clarifications directly from our specialized AI trained on your enrolled courses.

- ✓ 24/7 Course-Specific SME Assistant
- ✓ Instant Step-by-Step Doubt Resolution

Instant Learning Support

GAMIFIED REWARDS

iSure Coins

Use iSure Coins for AI career tools, masterclasses and CertiQ - and part-pay your course fee with them.

- ✓ Earn Perks & Rewards · Pay with Coins

Redeem Rewards Store

AI ENGINE

AI Career Diagnosis

Algorithmic analysis mapping strengths, gaps, and tailored pathways for industry roles.

- ✓ Skill Gap Mapping

Personalized Roadmap

CURRICULUM

Industry-Led Courses

Handcrafted learning modules built directly alongside senior engineering, design, and management leads.

Practical Frameworks

LIVE

Live Classes

Interactive classrooms with live chat, code walk-throughs, and real-time engagement.

Real-time Q&A Support

AUTO-SCAN

AI Resume ATS

Instant ATS optimization scanner ensuring your resume passes screening software effortlessly.

High Parser Score

PRACTICAL**Assignments**

Industry-grade project briefs with detailed feedback and grading from experienced mentors.

Code & Work Reviews

WEEKLY**Challenges**

Weekly hackathons, coding sprints, and design contests to test your problem-solving skills.

Leaderboard Ranking

NETWORKING**Events**

Exclusive expert keynotes, career fairs, and interactive networking workshops.

Free Community Pass

1-ON-1**Live Mentorship**

Direct one-on-one video guidance sessions with experienced industry practitioners.

Personalized Growth

TRACKING**Attendance**

Class-by-class attendance tracking to ensure disciplined, consistent progression.

Attendance Reports

HIRING**Jobs**

Direct hiring pipeline connecting top-performing learners directly with recruiter managers.

Exclusive Placements

FREE ACCESS**Free Books**

Curated digital library filled with essential tech, management, and soft-skill books.

Instant Digital Library

ARTICLES**Blog**

In-depth technical tutorials, industry trend analysis, and career growth strategies.

Updated Weekly

FREE ACCESS**Free Study Material**

Downloadable cheat sheets, interview preparation guides, templates, and revision notes.

One-Click Downloads

06 · COURSE CURRICULUM



What You Will Learn

A carefully sequenced curriculum - every section breaks into modules and hands-on topics taught live by industry experts.

6

SECTIONS

34

MODULES

170

TOPICS

9

PROJECTS

01

SECTION 1

Foundations of HR and Talent Acquisition

This section builds a solid base in modern HR functions, workforce planning, recruitment strategy, and the core data concepts that power talent decisions.

5 modules · 25 topics

M1.1 Understanding the Modern HR Function · 5 topics

Learners explore the structure, purpose, and evolving role of HR within contemporary organizations.

1

The Evolution of Human Resources

Trace how HR moved from administration to strategic partnership. Understand why data now sits at the center of people decisions.

HR HISTORY

STRATEGIC THINKING

BUSINESS CONTEXT

2

Core HR Functions and Responsibilities

Survey the main HR areas including recruitment, onboarding, compensation, learning, and employee relations. Learn how they interconnect across the employee lifecycle.

HR OPERATIONS

EMPLOYEE LIFECYCLE

PROCESS MAPPING

3

HR Roles and Career Pathways

Compare generalist, specialist, recruiter, and analyst roles. Identify the skills and tools each career path requires.

CAREER PLANNING

ROLE CLARITY

SKILL MAPPING

4

HR as a Business Partner

Examine how HR aligns people strategy with business goals. Practice speaking the language of leaders and finance teams.

STAKEHOLDER COMMUNICATION

BUSINESS ALIGNMENT

INFLUENCE

5

Organizational Structures and Culture

Learn how structure, hierarchy, and culture shape hiring needs and employee experience. Analyze real company examples.

ORG DESIGN

CULTURE ANALYSIS

CASE ANALYSIS

M1.2

Workforce Planning Essentials · 5 topics

Learners discover how organizations forecast, plan, and align talent supply with business demand.

1

Introduction to Strategic Workforce Planning

Understand the purpose and stages of workforce planning. See how it links hiring to long-term strategy.

WORKFORCE PLANNING

STRATEGY

FORECASTING BASICS

2

Demand and Supply Forecasting

Estimate future headcount needs and compare them with internal and external talent supply. Use simple spreadsheet methods.

FORECASTING

EXCEL BASICS

GAP ANALYSIS

3

Headcount Budgeting and Requisition Approval

Learn how headcount budgets are built and how requisitions get approved. Practice writing a business case for a new role.

BUDGETING

BUSINESS CASE

APPROVAL WORKFLOW

4

Skills Inventories and Gap Assessment

Build a skills inventory for a sample team and identify critical gaps. Decide when to build, buy, or borrow talent.

SKILLS MAPPING

GAP ASSESSMENT

BUILD VS BUY

5

Succession and Contingency Planning

Explore how organizations prepare for key role vacancies. Create a basic succession plan for a critical position.

SUCCESSION PLANNING

RISK MANAGEMENT

TALENT PIPELINE

M1.3 Talent Acquisition Strategy · 5 topics

Learners study how to design a recruitment strategy that attracts the right candidates efficiently.

1 The Talent Acquisition Lifecycle

Walk through each stage from intake to offer and onboarding. Identify where delays and drop-offs commonly occur.

RECRUITMENT PROCESS

FUNNEL THINKING

PROCESS IMPROVEMENT

2 Employer Branding and Candidate Attraction

Learn how employer brand influences application rates and offer acceptance. Draft a compelling employer value proposition.

EMPLOYER BRANDING

EVP

MESSAGING

3 Sourcing Channels and Techniques

Compare job boards, social platforms, referrals, and talent communities. Practice Boolean search and passive candidate outreach.

SOURCING

BOOLEAN SEARCH

OUTREACH

4 Job Analysis and Writing Effective Job Descriptions

Translate role requirements into clear, inclusive job descriptions. Avoid biased language and unrealistic criteria.

JOB ANALYSIS

INCLUSIVE WRITING

ROLE DEFINITION

5 Working with Hiring Managers

Run an effective intake meeting and set shared expectations on timelines and criteria. Learn how to manage feedback loops.

INTAKE STRATEGY

COLLABORATION

EXPECTATION SETTING

M1.4 Screening, Selection, and Candidate Experience · 5 topics

Learners practice fair and structured methods for evaluating candidates while delivering a positive experience.

1 Resume Screening and Shortlisting

Apply structured criteria to screen resumes quickly and consistently. Reduce reliance on gut feeling.

RESUME SCREENING

SHORTLISTING

CONSISTENCY

2 Structured Interviewing Methods

Design behavioral and situational questions with scoring rubrics. Practice conducting and documenting interviews.

INTERVIEWING

SCORECARDS

BEHAVIORAL QUESTIONS

3

Assessments and Selection Tools

Review skills tests, personality tools, and work samples. Judge their validity, fairness, and fit for different roles.

ASSESSMENTS

VALIDITY

TOOL SELECTION

4

Reducing Bias in Hiring

Identify common cognitive biases that affect hiring decisions. Apply practical techniques to improve fairness and diversity.

BIAS AWARENESS

DEI

FAIR HIRING

5

Candidate Experience and Offer Management

Map the candidate journey and improve communication at each step. Learn to negotiate and close offers professionally.

CANDIDATE EXPERIENCE

NEGOTIATION

OFFER CLOSING

M1.5

HR Data Fundamentals · 5 topics

Learners gain a working understanding of the data types, sources, and quality standards behind HR analytics.

1

Introduction to HR Analytics

Understand what HR analytics is and the four levels from descriptive to prescriptive. Review real examples of impact.

HR ANALYTICS

ANALYTICS MATURITY

USE CASES

2

HR Data Sources and HRIS Basics

Explore HRIS, applicant tracking systems, and survey tools as data sources. Learn what each system captures and where gaps exist.

HRIS

ATS

DATA SOURCES

3

Data Types, Cleaning, and Quality

Distinguish categorical and numerical data and fix common errors like duplicates and missing values. Practice cleaning a sample dataset.

DATA CLEANING

DATA QUALITY

EXCEL

4

Core HR Metrics and KPIs

Learn to calculate turnover, time to fill, cost per hire, and quality of hire. Interpret each metric in context.

HR METRICS

KPIS

CALCULATION

5

Data Privacy, Ethics, and Compliance in HR

Review GDPR principles, consent, and ethical use of employee data. Build habits for responsible handling of sensitive information.

DATA PRIVACY

ETHICS

COMPLIANCE

02

SECTION 2

Sourcing, Screening and Interviewing

This section teaches learners to find candidates across multiple channels, screen them fairly and efficiently, and run structured interviews that lead to confident hiring decisions.

5 modules · 25 topics

M2.1 Talent Sourcing Strategies · 5 topics

Learners explore the main channels and methods used to build a steady pipeline of qualified candidates.

1 Mapping Sourcing Channels

Compare job boards, referrals, career sites, agencies and campus hiring. Learn how to match each channel to role type, budget and urgency.

CHANNEL SELECTION

HIRING STRATEGY

BUDGET PLANNING

2 Boolean Search and X-Ray Techniques

Build precise search strings to find candidates on professional networks and the open web. Practice refining queries to improve relevance and volume.

BOOLEAN SEARCH

CANDIDATE RESEARCH

SEARCH OPTIMIZATION

3 Passive Candidate Outreach

Learn to write personalized messages that get responses from people who are not actively job hunting. Review sample outreach and response benchmarks.

OUTREACH WRITING

PERSONALIZATION

RESPONSE TRACKING

4 Employee Referral Programs

Design referral programs that motivate employees and bring in quality hires. Examine incentive structures and ways to avoid bias in referral networks.

REFERRAL DESIGN

EMPLOYEE ENGAGEMENT

INCENTIVE PLANNING

5 Building Talent Pools and Pipelines

Organize past applicants and prospects into talent pools for future openings. Use simple nurturing routines to keep them engaged.

TALENT POOLING

PIPELINE MANAGEMENT

CANDIDATE NURTURING

M2.2 Job Descriptions and Employer Branding · 5 topics

Learners create clear, inclusive job content and a compelling employer image that attracts the right applicants.

1 Writing Effective Job Descriptions

Turn role requirements into clear, concise postings that set accurate expectations. Distinguish must-have skills from nice-to-have skills.

JOB DESCRIPTION WRITING

ROLE CLARITY

REQUIREMENT SETTING

2 Inclusive and Bias-Free Language

Identify wording that discourages diverse applicants and rewrite it neutrally. Use simple checking tools to review postings.

INCLUSIVE LANGUAGE

BIAS REDUCTION

CONTENT REVIEW

3 Employee Value Proposition

Define what makes an organization a great place to work and express it credibly. Gather employee insights to support the message.

EVP DEVELOPMENT

EMPLOYEE INSIGHTS

MESSAGING

4 Career Pages and Social Recruiting

Improve career site content and use social platforms to showcase culture and openings. Learn which content formats attract applicants.

CAREER SITE DESIGN

SOCIAL RECRUITING

CONTENT PLANNING

5 Measuring Employer Brand Impact

Track application rates, offer acceptance and review-site ratings to judge brand health. Turn findings into practical improvement actions.

BRAND METRICS

DATA INTERPRETATION

CONTINUOUS IMPROVEMENT

M2.3 Resume Screening and Shortlisting · 5 topics

Learners practice evaluating applications consistently and using tools to manage high volumes.

1 Reading Resumes with Purpose

Learn a systematic approach to scanning resumes for relevant experience, achievements and red flags. Practice on real-style samples.

RESUME REVIEW

CRITICAL READING

CANDIDATE EVALUATION

2 Building Screening Scorecards

Create weighted criteria to compare applicants objectively. Calibrate scores across reviewers to improve consistency.

SCORECARD DESIGN

OBJECTIVE ASSESSMENT

CALIBRATION

3 Applicant Tracking Systems Essentials

Understand how an ATS stores, filters and moves candidates through stages. Set up basic workflows and knockout questions.

ATS USAGE

WORKFLOW SETUP

CANDIDATE TRACKING

4 AI and Automation in Screening

Explore how automated parsing and ranking tools work and where they can go wrong. Discuss human oversight and fairness checks.

RECRUITMENT AUTOMATION

AI AWARENESS

FAIRNESS AUDITING

5 Phone and Video Pre-Screens

Run short screening calls that confirm fit, motivation, salary expectations and availability. Document outcomes clearly for hiring managers.

PRE-SCREENING

ACTIVE LISTENING

DOCUMENTATION

M2.4 Structured Interviewing · 5 topics

Learners design and conduct interviews that are consistent, job-relevant and predictive of performance.

1 Interview Formats and When to Use Them

Compare one-to-one, panel, group and case interviews. Choose the right format for each role and level.

INTERVIEW DESIGN

FORMAT SELECTION

PROCESS PLANNING

2 Competency Framework and Question Design

Translate role competencies into targeted interview questions. Build a question bank with clear evaluation guidelines.

COMPETENCY MAPPING

QUESTION DESIGN

EVALUATION CRITERIA

3 Behavioral and Situational Questions

Use the STAR method to probe past behavior and test judgment with hypothetical scenarios. Practice follow-up questions that uncover depth.

BEHAVIORAL INTERVIEWING

STAR METHOD

PROBING

4 Panel Interview Coordination

Plan roles, question allocation and scoring for interview panels. Hold effective debrief sessions that reach evidence-based decisions.

PANEL MANAGEMENT

DEBRIEFING

COLLABORATION

5 Virtual Interview Practice

Conduct mock video interviews with attention to technology, rapport and fairness. Receive peer feedback on technique.

VIRTUAL INTERVIEWING

RAPPORT BUILDING

FEEDBACK SKILLS

M2.5 Assessments and Selection Methods · 5 topics

Learners evaluate and apply tests and exercises that add objective evidence to hiring decisions.

1 Types of Pre-Employment Assessments

Review cognitive, personality, skills and situational judgment tests. Learn the strengths and limits of each.

ASSESSMENT TYPES

TEST SELECTION

SELECTION SCIENCE

2 Validity, Reliability and Fairness

Understand the basic statistics that show whether a selection method predicts job success. Spot adverse impact in results.

VALIDITY ANALYSIS

ADVERSE IMPACT

HR STATISTICS

3 Work Samples and Case Exercises

Design realistic job tasks that reveal practical ability. Create scoring rubrics and set fair time limits.

WORK SAMPLE DESIGN

RUBRIC CREATION

SKILL EVALUATION

4 Reference and Background Checks

Conduct reference conversations and background verification within legal and ethical boundaries. Interpret findings responsibly.

REFERENCE CHECKING

COMPLIANCE AWARENESS

VERIFICATION

5 Making the Final Selection Decision

Combine interview scores, assessments and data into a clear hiring recommendation. Practice presenting decisions to stakeholders.

DECISION MAKING

DATA SYNTHESIS

STAKEHOLDER COMMUNICATION

03

SECTION 3

HR Data Handling with Excel and SQL

Learners build practical skills in cleaning, analyzing and querying HR and recruitment data using Excel and SQL, progressing from spreadsheet basics to advanced analytical queries.

6 modules · 30 topics

M3.1 Excel Essentials for HR Data · 5 topics

Learners get comfortable with the Excel environment and learn to organize HR records in a structured and reliable way.

1 Navigating Excel for HR Workflows

Explore the Excel interface, workbooks and worksheets using sample employee and candidate files. Learn shortcuts and layout habits that speed up everyday HR reporting.

[EXCEL BASICS](#)[NAVIGATION](#)[PRODUCTIVITY](#)

2 Structuring Employee and Candidate Records

Learn how to design clean tabular datasets with consistent headers, IDs and data types. Practice building a simple applicant tracking sheet from scratch.

[DATA STRUCTURE](#)[RECORD DESIGN](#)[TRACKING SHEETS](#)

3 Formatting and Data Validation

Apply number, date and text formats and set up drop-down lists and input rules. See how validation prevents errors in recruitment and onboarding forms.

[FORMATTING](#)[DATA VALIDATION](#)[ERROR PREVENTION](#)

4 Sorting and Filtering Workforce Data

Use sorting and filters to isolate departments, locations and hiring stages. Answer common HR questions by narrowing large headcount lists quickly.

[SORTING](#)[FILTERING](#)[DATA EXPLORATION](#)

5 Tables, Named Ranges and Protection

Convert ranges to Excel Tables and use named ranges for easier formulas. Protect sheets that contain sensitive salary and personal information.

[EXCEL TABLES](#)[NAMED RANGES](#)[DATA PROTECTION](#)

M3.2 Data Cleaning and Preparation · 5 topics

Learners turn messy exports from HR systems into analysis-ready datasets.

1 Spotting Data Quality Issues in HR Files

Identify duplicates, blanks, inconsistent spellings and impossible values in HRIS and ATS exports. Build a checklist for assessing dataset quality.

DATA QUALITY

AUDITING

CHECKLISTS

2 Cleaning Text with Excel Functions

Use TRIM, CLEAN, PROPER, LEFT, RIGHT, MID and TEXTJOIN to standardize names, job titles and codes. Split and combine fields for consistent records.

TEXT FUNCTIONS

STANDARDIZATION

DATA CLEANING

3 Handling Dates, Tenure and Age Fields

Work with date functions such as DATEDIF, TODAY and EDATE to calculate tenure, notice periods and probation ends. Fix common date format problems from imported files.

DATE FUNCTIONS

TENURE CALCULATION

FORMATTING

4 Removing Duplicates and Managing Missing Values

Detect duplicate candidates and employees and decide how to treat missing entries. Document the choices so results remain transparent.

DEDUPLICATION

MISSING DATA

DOCUMENTATION

5 Power Query for Repeatable Cleaning

Use Power Query to import, transform and merge multiple HR files in a repeatable workflow. Refresh the output when new monthly data arrives.

POWER QUERY

AUTOMATION

DATA IMPORT

M3.3 Formulas and Functions for HR Analysis · 5 topics

Learners use core and advanced Excel formulas to calculate common HR metrics.

1 Logical Functions for HR Rules

Apply IF, AND, OR and IFS to model eligibility, bonus and screening rules. Flag candidates and employees automatically based on set criteria.

IF LOGIC

RULE MODELING

FLAGGING

2 Summarizing with COUNTIFS and SUMIFS

Count and total records across multiple conditions such as department, grade and hiring source. Build headcount and cost summaries from raw data.

COUNTIFS

SUMIFS

HEADCOUNT

3 Lookups with XLOOKUP and INDEX MATCH

Join employee, salary and department tables using modern lookup methods. Compare approaches and handle missing matches gracefully.

XLOOKUP

INDEX MATCH

DATA JOINING

4 Calculating Core HR Metrics

Compute attrition rate, time to hire, offer acceptance rate and cost per hire using formulas. Validate results against known benchmarks.

HR METRICS

ATTRITION

TIME TO HIRE

5 Dynamic Arrays and Advanced Formulas

Use FILTER, SORT, UNIQUE and LET to build flexible reports that update automatically. Reduce manual work in recurring HR summaries.

DYNAMIC ARRAYS

FILTER

AUTOMATION

M3.4 Pivot Tables and Dashboard Basics · 5 topics

Learners summarize large HR datasets and present insights visually in Excel.

1 Building Pivot Tables for Workforce Summaries

Create pivot tables to analyze headcount, salary bands and hiring volumes by team and location. Learn to rearrange fields to answer new questions fast.

PIVOT TABLES

SUMMARIZATION

WORKFORCE ANALYSIS

2 Grouping, Calculated Fields and Slicers

Group dates and numeric ranges, add calculated fields and use slicers for interactive filtering. Create age bands and tenure bands for reporting.

GROUPING

SLICERS

CALCULATED FIELDS

3 Charts for Recruitment and Retention Data

Choose suitable chart types for funnels, trends and comparisons. Build clear visuals that show hiring pipeline and turnover patterns.

CHARTING

VISUALIZATION

RECRUITMENT FUNNEL

4 Designing an HR Dashboard in Excel

Combine pivots, charts and key metric cards into a single dashboard layout. Apply design principles that keep the view clear for managers.

DASHBOARD DESIGN

KPIS

LAYOUT

5 Conditional Formatting and Reporting Best Practices

Use conditional formatting, icon sets and data bars to highlight risks and outliers. Learn how to document and share reports responsibly.

CONDITIONAL FORMATTING

REPORTING

COMMUNICATION

M3.5 SQL Fundamentals for HR Databases · 5 topics

Learners learn to retrieve and shape data from relational HR databases using core SQL.

1 Introduction to Relational HR Databases

Understand tables, rows, keys and relationships using a sample HRIS schema with employees, departments and requisitions. Learn how SQL differs from spreadsheet work.

RELATIONAL DATABASES

SCHEMAS

PRIMARY KEYS

2 Retrieving Data with SELECT and WHERE

Write queries to select columns and filter rows by conditions on role, status and dates. Practice with real recruitment and employee scenarios.

SELECT

WHERE

FILTERING

3 Sorting, Limiting and Using Expressions

Use ORDER BY, LIMIT, aliases, CASE and basic arithmetic to shape results. Create calculated columns such as tenure bands and salary grades.

ORDER BY

CASE

CALCULATED COLUMNS

4 Aggregating Data with GROUP BY

Apply COUNT, SUM, AVG, MIN and MAX with GROUP BY and HAVING to summarize workforce data. Produce department level headcount and pay summaries.

AGGREGATION

GROUP BY

HAVING

5 Joining HR Tables

Combine candidates, applications, jobs and employees using INNER and LEFT joins. Avoid duplicate rows and mismatched keys when linking tables.

JOINS

DATA LINKING

QUERY ACCURACY

M3.6 Advanced SQL for Talent Analytics · 5 topics

Learners apply advanced SQL techniques to answer complex talent acquisition and retention questions while following data governance practices.

1 Subqueries and Common Table Expressions

Break complex questions into readable steps using subqueries and CTEs. Identify top sourcing channels and departments with above average attrition.

SUBQUERIES

CTES

QUERY DESIGN

2 Window Functions for Ranking and Trends

Use ROW_NUMBER, RANK and running totals to rank recruiters, track monthly hiring and compare against prior periods. Apply LAG and LEAD for change analysis.

WINDOW FUNCTIONS

RANKING

TREND ANALYSIS

3 Building Recruitment Funnel and Cohort Queries

Write queries that measure stage conversion rates and time between stages. Build hire cohorts to compare retention across sources and quarters.

FUNNEL ANALYSIS

COHORTS

CONVERSION RATES

4 Data Privacy, Security and Ethical Handling

Review confidentiality, access control, anonymization and compliance with data protection rules such as GDPR. Apply safe practices when querying personal and salary data.

DATA PRIVACY

COMPLIANCE

ANONYMIZATION

5 Connecting SQL and Excel in an End to End Workflow

Pull query results into Excel, refresh them and build a final HR report. Document the process so teammates can reproduce the analysis.

DATA INTEGRATION

REPORTING WORKFLOW

DOCUMENTATION

04

SECTION 4

HR Metrics and Dashboards with Power BI

Learners build interactive HR dashboards in Power BI, moving from core workforce and recruitment metrics to advanced DAX modelling, storytelling and secure sharing.

6 modules · 30 topics

M4.1 Power BI Fundamentals for HR Professionals · 5 topics

Learners get comfortable with the Power BI environment and connect it to the HR data they prepared earlier.

1 Introduction to the Power BI Ecosystem

Explore Power BI Desktop, the Service and mobile apps and see how each supports HR reporting. Understand the typical workflow from raw data to a published report.

[POWER BI DESKTOP](#)
[REPORTING WORKFLOW](#)
[BI BASICS](#)

2 Connecting to HR Data Sources

Import data from Excel files, SQL databases and CSV exports of HRIS and ATS systems. Compare import and DirectQuery modes for HR use cases.

[DATA CONNECTION](#)
[SQL IMPORT](#)
[DIRECTQUERY](#)

3 Cleaning HR Data with Power Query

Use Power Query to remove duplicates, fix data types, split columns and handle missing values in employee records. Build repeatable transformation steps.

[POWER QUERY](#)
[DATA CLEANING](#)
[ETL](#)

4 Building Your First HR Report

Create a simple report page with cards, tables and bar charts using a sample headcount dataset. Learn layout basics and formatting options.

[VISUALS](#)
[REPORT LAYOUT](#)
[FORMATTING](#)

5 Understanding Fields, Filters and Slicers

Apply visual, page and report level filters and add slicers for department, location and grade. Practise making reports easy to explore.

[SLICERS](#)
[FILTERING](#)
[INTERACTIVITY](#)

M4.2 Data Modelling for HR Analytics · 5 topics

Learners design clean data models that make HR calculations accurate and reusable.

1 Star Schema Concepts for HR Data

Learn fact and dimension tables and how to structure employee, job, department and date tables. See why a star schema improves performance and clarity.

[STAR SCHEMA](#)
[FACT TABLES](#)
[DIMENSIONS](#)

2 Creating Relationships Between HR Tables

Define one-to-many relationships and set filter direction correctly. Troubleshoot common issues such as ambiguous paths and duplicate keys.

[RELATIONSHIPS](#)
[CARDINALITY](#)
[DATA MODEL](#)

3 Building a Date Table for Workforce Analysis

Create a calendar table to support hire dates, exit dates and tenure analysis. Mark it as a date table to enable time intelligence.

[DATE TABLE](#)
[TIME ANALYSIS](#)
[MODELLING](#)

4 Handling Hierarchies and Org Structures

Model reporting lines and organisational hierarchies such as division, department and team. Enable drill-down in visuals.

[HIERARCHIES](#)
[ORG STRUCTURE](#)
[DRILL DOWN](#)

5 Model Optimisation and Data Governance Basics

Reduce model size, hide unused fields and document tables for other users. Discuss confidentiality and sensitive HR data handling.

[OPTIMISATION](#)
[DOCUMENTATION](#)
[DATA PRIVACY](#)

M4.3 DAX for HR Metrics · 5 topics

Learners write DAX measures to calculate the key numbers HR teams report on every month.

1 DAX Basics: Measures and Calculated Columns

Understand the difference between measures and calculated columns and when to use each. Write simple SUM, COUNT and DISTINCTCOUNT measures.

[DAX](#)
[MEASURES](#)
[AGGREGATION](#)

2 Context and the CALCULATE Function

Learn row and filter context and use CALCULATE to modify results. Build conditional headcount measures by status and department.

[CALCULATE](#)
[FILTER CONTEXT](#)
[CONDITIONAL LOGIC](#)

3 Calculating Headcount and Attrition Rate

Create measures for opening headcount, closing headcount, leavers and attrition rate. Validate results against Excel calculations.

HEADCOUNT

ATTRITION

VALIDATION

4 Time Intelligence for Workforce Trends

Use functions such as DATESYTD, SAMEPERIODLASTYEAR and DATEADD to compare periods. Show month-over-month and year-over-year changes.

TIME INTELLIGENCE

YOY ANALYSIS

TREND MEASURES

5 Advanced DAX: Variables, Iterators and Tenure Calculations

Use VAR, SUMX and AVERAGEX to write readable and efficient measures. Calculate average tenure and time in role.

VARIABLES

ITERATORS

TENURE

M4.4 Recruitment and Talent Acquisition Dashboards · 5 topics

Learners turn hiring data into dashboards that track funnel performance, cost and quality.

1 Defining Key Recruitment KPIs

Review metrics such as time to hire, time to fill, cost per hire and offer acceptance rate. Decide which KPIs match different stakeholder needs.

RECRUITMENT KPIS

TIME TO HIRE

COST PER HIRE

2 Visualising the Hiring Funnel

Build funnel and conversion charts from application to offer to joining. Identify stages where candidates drop off.

FUNNEL ANALYSIS

CONVERSION RATE

VISUAL DESIGN

3 Source Effectiveness and Channel ROI

Compare job boards, referrals, agencies and campus hiring by volume, quality and cost. Present which channels deserve more investment.

SOURCE ANALYSIS

CHANNEL ROI

COMPARISON VISUALS

4 Quality of Hire and Early Attrition Analysis

Combine performance ratings and early exit data to estimate quality of hire. Visualise first-year attrition by source and hiring manager.

QUALITY OF HIRE

EARLY ATTRITION

DATA BLENDING

5 Diversity Hiring and Pipeline Dashboards

Track diversity across pipeline stages while respecting privacy rules. Design visuals that highlight gaps without exposing individuals.

DIVERSITY METRICS

PIPELINE ANALYSIS

ETHICAL REPORTING

M4.5 Workforce and Employee Experience Dashboards · 5 topics

Learners create dashboards covering the wider employee lifecycle, from engagement to compensation.

1 Workforce Composition and Demographics Dashboard

Visualise headcount by age band, gender, location and grade using clear and accessible charts. Apply conditional formatting to draw attention.

DEMOGRAPHICS

WORKFORCE PLANNING

CONDITIONAL FORMATTING

2 Attrition and Retention Deep Dive

Break down turnover by tenure, manager, role and reason for leaving. Use decomposition tree and key influencers visuals to explore drivers.

RETENTION ANALYSIS

KEY INFLUENCERS

DECOMPOSITION TREE

3 Engagement and Survey Analytics

Analyse engagement survey scores and eNPS across teams. Visualise sentiment trends and highlight areas needing action.

ENGAGEMENT

ENPS

SURVEY ANALYSIS

4 Compensation and Pay Equity Reporting

Build views for salary bands, compa-ratio and pay gaps. Handle sensitive figures with care and appropriate aggregation.

COMPENSATION

PAY EQUITY

COMPA-RATIO

5 Absenteeism, Productivity and Learning Metrics

Report on absence rates, training hours and productivity indicators in one view. Link learning investment to performance outcomes.

ABSENTEEISM

L&D METRICS

PERFORMANCE LINK

M4.6 Storytelling, Publishing and Security · 5 topics

Learners polish dashboards for executives and learn to share them securely and sustainably.

1 Dashboard Design Principles and Data Storytelling

Apply layout, colour and hierarchy principles to guide the viewer to key insights. Craft a narrative that supports HR decisions.

DATA STORYTELLING

DESIGN PRINCIPLES

EXECUTIVE REPORTING

2

Advanced Interactivity: Bookmarks, Tooltips and Drillthrough

Add bookmarks, custom tooltips, drillthrough pages and parameter-driven views. Create a smooth navigation experience.

BOOKMARKS

DRILLTHROUGH

TOOLTIPS

3

Publishing and Sharing in Power BI Service

Publish reports to workspaces, create apps and set up scheduled refresh. Understand gateways for on-premise HR data.

POWER BI SERVICE

SCHEDULED REFRESH

WORKSPACES

4

Row-Level Security for Confidential HR Data

Implement row-level security so managers see only their own teams. Test roles and manage access responsibly.

ROW-LEVEL SECURITY

ACCESS CONTROL

CONFIDENTIALITY

5

Capstone: End-to-End HR Analytics Dashboard

Build a complete dashboard covering recruitment and workforce metrics from raw data to published report. Present insights and recommendations to a mock leadership panel.

CAPSTONE

END-TO-END BI

PRESENTATION

05

SECTION 5

Predictive People Analytics and Workforce Planning

Learners move from descriptive HR reporting to forecasting attrition, hiring demand and workforce needs using statistical and machine learning methods and apply them to real planning decisions.

6 modules · 30 topics

M5.1

Statistical Foundations for People Analytics · 5 topics

Learners build the statistical thinking needed to test HR hypotheses and interpret results with confidence.

1

Descriptive Statistics for HR Datasets

Review mean, median, variance and distribution shapes using employee tenure, salary and performance data. Learn which summary measures suit which HR questions.

DESCRIPTIVE STATISTICS

DATA DISTRIBUTIONS

HR DATA INTERPRETATION

2

Probability and Sampling in Workforce Data

Understand probability basics and how sampling affects survey and engagement results. Practice spotting bias in employee samples.

PROBABILITY

SAMPLING

BIAS DETECTION

3 Hypothesis Testing for HR Questions

Apply t-tests and chi-square tests to questions such as whether training improves performance. Interpret p-values in plain business language.

HYPOTHESIS TESTING

T-TEST

CHI-SQUARE

4 Correlation and Causation in Employee Data

Measure relationships between engagement, pay and turnover while learning why correlation does not prove cause. Review common analytical traps.

CORRELATION

CAUSAL THINKING

ANALYTICAL PITFALLS

5 Regression Basics for HR Analysts

Build simple and multiple linear regression models to explain drivers of salary and performance. Read coefficients and model fit metrics.

LINEAR REGRESSION

MODEL INTERPRETATION

PYTHON OR EXCEL MODELING

M5.2 Attrition and Retention Prediction · 5 topics

Learners build and evaluate models that identify employees at risk of leaving and the reasons behind it.

1 Defining and Measuring Attrition

Frame attrition as a prediction problem by separating voluntary from involuntary exits and choosing time windows. Prepare a labeled dataset.

PROBLEM FRAMING

ATTRITION METRICS

TARGET DEFINITION

2 Feature Engineering for Turnover Models

Create predictive features from tenure, promotion history, manager changes and compensation ratios. Handle missing and categorical values.

FEATURE ENGINEERING

DATA PREPARATION

CATEGORICAL ENCODING

3 Logistic Regression for Attrition Risk

Train a logistic regression model to estimate each employee's probability of leaving. Interpret odds ratios for HR stakeholders.

LOGISTIC REGRESSION

ODDS RATIOS

RISK SCORING

4 Tree-Based Models and Random Forests

Use decision trees and random forests to capture non-linear patterns in turnover. Compare their results with logistic regression.

DECISION TREES

RANDOM FOREST

FEATURE IMPORTANCE

5 Evaluating and Acting on Retention Models

Assess models with accuracy, precision, recall and ROC curves. Convert risk scores into targeted retention actions.

MODEL EVALUATION

ROC AND AUC

RETENTION STRATEGY

M5.3 Predictive Analytics in Talent Acquisition · 5 topics

Learners apply forecasting and modeling to hiring funnels, candidate quality and recruiting performance.

1 Forecasting Hiring Demand

Use time series methods such as moving averages and exponential smoothing to project future requisition volumes.

Validate forecasts against actuals.

TIME SERIES

DEMAND FORECASTING

FORECAST ACCURACY

2 Predicting Time to Fill and Time to Hire

Model the factors that lengthen hiring cycles such as role level, location and sourcing channel. Use results to set realistic timelines.

REGRESSION MODELING

HIRING CYCLE ANALYSIS

EXPECTATION SETTING

3 Quality of Hire Prediction

Define quality of hire and link pre-hire signals to later performance and retention. Build a basic predictive score.

QUALITY OF HIRE

PREDICTIVE SCORING

PRE-HIRE SIGNALS

4 Source Effectiveness and Channel Optimization

Analyze cost, conversion and downstream performance by sourcing channel. Recommend budget shifts based on evidence.

CHANNEL ANALYSIS

COST PER HIRE

BUDGET OPTIMIZATION

5 Funnel Conversion Modeling

Model drop-off at each recruiting stage and simulate the effect of process changes on offers and acceptances.

FUNNEL ANALYSIS

CONVERSION RATES

SCENARIO SIMULATION

M5.4 Strategic Workforce Planning · 5 topics

Learners translate business strategy into forward-looking headcount and skills plans.

1 Workforce Planning Frameworks

Study the supply and demand model of workforce planning and its steps from business strategy to action plan. Map the framework to a sample organization.

WORKFORCE PLANNING

SUPPLY AND DEMAND

STRATEGIC ALIGNMENT

2

Headcount Forecasting Models

Build headcount projections using growth rates, productivity ratios and attrition assumptions. Document assumptions clearly.

HEADCOUNT FORECASTING

PRODUCTIVITY RATIOS

ASSUMPTION MANAGEMENT

3

Internal Supply Analysis and Succession Pipelines

Use Markov chain style movement analysis to project promotions, transfers and exits. Identify succession gaps in critical roles.

INTERNAL MOBILITY

SUCCESSION PLANNING

MOVEMENT ANALYSIS

4

Skills Gap and Capability Analysis

Compare current skill inventories with future needs to quantify gaps. Decide between build, buy and borrow talent strategies.

SKILLS GAP ANALYSIS

BUILD BUY BORROW

CAPABILITY MAPPING

5

Scenario Planning and Sensitivity Analysis

Create best, base and worst case workforce scenarios and test how changes in assumptions affect hiring needs and costs.

SCENARIO PLANNING

SENSITIVITY ANALYSIS

COST MODELING

M5.5

Advanced Modeling for Employee Experience and Performance · 5 topics

Learners use advanced techniques to uncover patterns in engagement, performance and organizational behavior.

1

Employee Segmentation with Clustering

Apply k-means clustering to group employees by behavior and engagement profiles. Translate segments into tailored HR programs.

CLUSTERING

K-MEANS

EMPLOYEE SEGMENTATION

2

Text Analytics on Survey Comments

Clean open-text survey responses and extract themes using word frequency and topic modeling. Summarize findings for leaders.

TEXT MINING

TOPIC MODELING

SURVEY ANALYSIS

3

Sentiment Analysis for Engagement Insights

Score employee feedback sentiment and track change over time and across teams. Recognize the limits of automated sentiment tools.

SENTIMENT ANALYSIS

ENGAGEMENT TRACKING

TOOL LIMITATIONS

4 Performance and Productivity Drivers

Use multivariate models to find which factors such as training, manager quality and workload best explain performance differences.

MULTIVARIATE ANALYSIS

PERFORMANCE DRIVERS

INSIGHT GENERATION

5 Organizational Network Analysis

Map collaboration and communication networks to identify influencers, silos and hidden talent. Interpret centrality measures for HR use.

NETWORK ANALYSIS

CENTRALITY MEASURES

COLLABORATION MAPPING

M5.6 Ethical Deployment and Business Impact of Predictive HR Models · 5 topics

Learners learn to deploy predictive models responsibly and communicate their value to decision makers.

1 Bias and Fairness in HR Algorithms

Examine how historical data can embed bias in hiring and promotion models. Test models for disparate impact across groups.

ALGORITHMIC BIAS

FAIRNESS TESTING

DISPARATE IMPACT

2 Privacy, Consent and Data Governance

Review data protection principles, anonymization and consent practices for employee analytics. Set up governance rules for sensitive data.

DATA PRIVACY

ANONYMIZATION

DATA GOVERNANCE

3 Explainable Models for HR Decisions

Use techniques such as feature importance and simple model explanations so managers can understand and trust predictions.

EXPLAINABILITY

MODEL TRANSPARENCY

STAKEHOLDER TRUST

4 Building the Business Case and ROI

Estimate the financial impact of reduced turnover and faster hiring from a predictive project. Present costs, benefits and risks.

ROI ANALYSIS

BUSINESS CASE

COST BENEFIT

5 Capstone Workshop on Predictive HR Storytelling

Combine a forecast and a risk model into a leadership-ready recommendation. Practice presenting insights, limits and next steps.

DATA STORYTELLING

EXECUTIVE COMMUNICATION

RECOMMENDATION DESIGN

06

SECTION 6

Capstone Project and Career Preparation

Learners apply their HR analytics and talent acquisition skills to a complete capstone project and then prepare for the job market with a strong portfolio, interview readiness and a clear career plan.

6 modules · 30 topics

M6.1 Capstone Project Planning and Scoping · 5 topics

Learners define a real-world HR problem and design a structured plan for solving it with data.

1 Selecting a Capstone Business Problem

Learners explore common HR challenges such as attrition, slow hiring and low engagement and choose one for their project. They assess relevance, data availability and business impact.

PROBLEM SELECTION

BUSINESS FRAMING

HR STRATEGY

2 Defining Objectives and Success Criteria

Learners write clear project objectives and measurable success criteria. They link each objective to an HR or business outcome.

GOAL SETTING

KPI DEFINITION

OUTCOME MAPPING

3 Identifying Data Sources and Stakeholders

Learners list the HRIS, ATS, survey and payroll data they need and identify who will use the findings. They plan how to engage stakeholders throughout the project.

DATA SOURCING

STAKEHOLDER MAPPING

REQUIREMENTS GATHERING

4 Project Roadmap and Timeline Design

Learners break the project into phases, milestones and deliverables. They build a realistic timeline with risks and dependencies.

PROJECT PLANNING

MILESTONES

RISK MANAGEMENT

5 Ethics, Privacy and Compliance Review

Learners review data privacy, consent and bias considerations for their project. They document safeguards for handling sensitive employee data.

DATA PRIVACY

ETHICS

COMPLIANCE

M6.2 Data Preparation and Analysis Execution · 5 topics

Learners prepare their project data and carry out the core analysis using the tools learned earlier.

1 Data Cleaning and Validation Workshop

Learners clean their datasets by fixing missing values, duplicates and inconsistent formats. They validate the results against source records.

DATA CLEANING

VALIDATION

EXCEL

2 Querying and Structuring Data with SQL

Learners write SQL queries to join, filter and aggregate HR tables for analysis. They produce a tidy dataset ready for modeling and reporting.

SQL

DATA JOINS

AGGREGATION

3 Exploratory Analysis of Talent Data

Learners explore patterns in hiring, retention and performance data using summaries and visuals. They form hypotheses to test further.

EXPLORATORY ANALYSIS

HYPOTHESIS BUILDING

VISUALIZATION

4 Applying Predictive Models to the Project

Learners apply a suitable predictive technique such as attrition or hiring forecasts to their data. They evaluate model accuracy and interpret key drivers.

PREDICTIVE MODELING

MODEL EVALUATION

INTERPRETATION

5 Mentor Review and Analysis Refinement

Learners present interim findings to mentors and receive feedback. They refine their methods and fix gaps before final reporting.

PEER REVIEW

ITERATION

FEEDBACK USE

M6.3 Dashboards and Data Storytelling · 5 topics

Learners turn their analysis into clear dashboards and persuasive stories for HR leaders.

1 Designing the Capstone Power BI Dashboard

Learners build an interactive dashboard that tracks the key metrics of their project. They apply layout and design principles for clarity.

POWER BI

DASHBOARD DESIGN

DAX BASICS

2 Crafting a Data Story for HR Leaders

Learners structure a narrative that moves from problem to insight to action. They tailor the message to executive audiences.

STORYTELLING

EXECUTIVE COMMUNICATION

INSIGHT FRAMING

3 Turning Insights into Recommendations

Learners convert findings into specific and costed recommendations. They prioritize actions by impact and effort.

RECOMMENDATIONS

PRIORITIZATION

BUSINESS CASE

4 Writing the Project Report

Learners write a concise report covering the method, findings and next steps. They follow a professional structure suitable for a portfolio.

REPORT WRITING

DOCUMENTATION

CLARITY

5 Presentation Skills and Delivery Practice

Learners rehearse their capstone presentation and practice handling questions. They improve pacing, visuals and confidence.

PRESENTING

Q AND A HANDLING

VISUAL AIDS

M6.4 Capstone Presentation and Evaluation · 5 topics

Learners present their projects and receive structured evaluation and reflection.

1 Capstone Presentation Day Part One

The first group of learners presents their projects to a panel of instructors and peers. Each presentation is followed by live questions.

PUBLIC SPEAKING

DEFENDING ANALYSIS

POISE

2 Capstone Presentation Day Part Two

The remaining learners present and respond to panel feedback. Peers practice giving constructive and specific comments.

PRESENTING

PEER FEEDBACK

ADAPTABILITY

3 Rubric Based Evaluation and Feedback

Learners review their results against the grading rubric covering analysis, insight and communication. They identify strengths and areas to improve.

SELF ASSESSMENT

RUBRICS

QUALITY STANDARDS

4 Project Lessons Learned and Reflection

Learners reflect on challenges, decisions and results from the project. They record lessons that apply to future work.

REFLECTION

CONTINUOUS IMPROVEMENT

LEARNING REVIEW

5 Finalizing Deliverables for Publication

Learners polish their dashboards, reports and code for sharing. They anonymize data and package everything for their portfolio.

ANONYMIZATION

PACKAGING

QUALITY CONTROL

M6.5 Portfolio, Resume and Personal Branding · 5 topics

Learners present their skills professionally to employers in HR analytics and talent acquisition roles.

1 Building an HR Analytics Portfolio

Learners organize their capstone and earlier work into a clear online portfolio. They write short case summaries that show business impact.

PORTFOLIO BUILDING

CASE SUMMARIES

IMPACT WRITING

2 Resume Writing for HR and Analytics Roles

Learners craft resumes with quantified achievements and relevant keywords. They tailor versions for recruiter and analyst positions.

RESUME WRITING

KEYWORDS

ACHIEVEMENT METRICS

3 Optimizing LinkedIn and Online Presence

Learners improve their LinkedIn profiles and share project highlights. They learn to build visibility with recruiters and HR communities.

LINKEDIN

PERSONAL BRANDING

VISIBILITY

4 Networking and Informational Outreach

Learners practice reaching out to professionals and requesting informational conversations. They build a simple system to track contacts and follow ups.

NETWORKING

OUTREACH

RELATIONSHIP BUILDING

5 Cover Letters and Application Strategy

Learners write targeted cover letters and plan an efficient application process. They learn to read job descriptions and match their strengths.

COVER LETTERS

JOB SEARCH

ROLE MATCHING

M6.6 Interview Readiness and Career Pathways · 5 topics

Learners prepare for interviews and map out long term career growth in HR and people analytics.

1 Behavioral and Situational Interview Practice

Learners practice answering common HR interview questions using a structured storytelling method. They receive live feedback on clarity and relevance.

BEHAVIORAL INTERVIEWS

STAR METHOD

COMMUNICATION

2

Technical Interview Prep for Analytics Roles

Learners rehearse Excel, SQL and Power BI questions and metric case problems. They practice explaining their reasoning aloud.

TECHNICAL INTERVIEWS

SQL PRACTICE

CASE PROBLEMS

3

Mock Interviews with Panel Feedback

Learners complete full mock interviews with instructors and industry guests. They get detailed scoring and improvement tips.

MOCK INTERVIEWS

SELF PRESENTATION

FEEDBACK

4

Salary Negotiation and Offer Evaluation

Learners research market pay and practice negotiating offers. They compare roles by compensation, growth and culture.

NEGOTIATION

MARKET RESEARCH

OFFER COMPARISON

5

Career Roadmap and Continuous Learning Plan

Learners explore paths such as recruiter, HR analyst and people analytics lead and set goals for the next year. They plan certifications and skills to keep growing.

CAREER PLANNING

UPSKILLING

GOAL SETTING

07 · PLACEMENT TRAINING



Our Placement Support Services

Placement Training comes with the Placement Assistance plan. Once your course is completed, our placement trainers take you through these six live sessions one by one - finish all six to earn the Placement Training Completion Certificate.

01

Complete your course

Placement Training starts after course completion

02

6 sessions, one by one

Each step is scheduled after the previous one is done

03

Get certified

Placement Training Completion Certificate

STEP 1 OF 6 · LIVE SESSION

1:1 Mock Interview

A live one-to-one mock interview with an industry expert, followed by honest feedback on your answers, confidence and presence.

- ✓ Technical & HR round simulation
- ✓ Questions from your course domain
- ✓ Body language & confidence pointers
- ✓ Personal improvement checklist

1:1 Live

Online

Feedback

After course completion · live with a placement trainer

STEP 2 OF 6 · EXPERT REVIEW

Resume Optimization

Your resume reviewed line by line and reshaped into a clear, ATS-friendly profile that highlights your projects and skills.

- ✓ Structure & format review
- ✓ Impact-focused bullet points
- ✓ Course projects showcased
- ✓ Keywords for your target roles

ATS-Ready

Projects

Rewrite

After course completion · live with a placement trainer

STEP 3 OF 6 · PROFILE MAKEOVER

LinkedIn Optimization

Headline, About, skills and featured work tuned so recruiters can find you and quickly see what you can do.

- ✓ Headline & About section
- ✓ Skills & endorsements plan
- ✓ Featured projects & certificates
- ✓ Networking & outreach tips

Discoverable

Skills

Network

After course completion · live with a placement trainer

STEP 4 OF 6 · INDUSTRY-LED

Career-Led Workshop

A practical workshop on job search strategy, applications, interviews and how hiring works in your domain.

- ✓ Finding the right openings
- ✓ Applications that get replies
- ✓ Interview rounds explained
- ✓ Offer & joining essentials

Job Search

Live

Hiring Process

After course completion · live with a placement trainer

STEP 5 OF 6 · MENTOR-LED

Career-Led Mentorship

Personal guidance from an industry mentor on roles, growth paths and your next career moves.

- ✓ Role & domain fit discussion
- ✓ Personal career roadmap
- ✓ Skill gaps to close next
- ✓ Answers to your career questions

1:1 Mentor

Career Path

Growth

After course completion · live with a placement trainer

STEP 6 OF 6 · COMMUNICATION

Industrial Communication Training

Workplace communication that employers expect: emails, meetings, presentations and professional etiquette.

- ✓ Professional emails & messages
- ✓ Meetings & stand-up updates
- ✓ Presenting your work clearly
- ✓ Workplace etiquette & teamwork

Emails

Speaking

Workplace

After course completion · live with a placement trainer

Placement Training Completion Certificate

Complete all six sessions to receive a verifiable certificate listing every training you finished - share it with recruiters along with your course certificate.

08 · SMES



Meet Our SME Board Members

Expert professionals guiding your journey through real-world industry knowledge and practical experience.



SME BOARD MEMBER · SENIOR SME

Dimpu Sarath Kumar

Managing Director and CEO

Intern Stump Solutions · Subject Matter Expert

Meet Dimpu Sarath Kumar, Founder & CEO of Intern Stump, empowering the next generation through educational innovation and research

Dimpu Sarath Kumar is the Founder and CEO of Intern Stump. He is an education entrepreneur, researcher, and academician committed to transforming learning, skill acquisition, and workforce readiness across India. He is currently a Ph.D. Scholar in Human Resource Management at SR University, where his research focuses on strategic HRM, organizational behavior, talent development, and people-centric leadership practices.



SME BOARD MEMBER · SENIOR SME

Venkata Ravali

Product Specialist

Telebu formerly SMS Country · Subject Matter Expert

Steering SME partnership strategies, platform growth models, and institutional business expansion initiatives.

Leading product strategy and development initiatives, with a primary focus on product specialization, feature planning, user experience enhancement, and market alignment. Supporting SME partnership strategies, platform growth models, and institutional business expansion to strengthen product adoption and drive sustainable business growth.

**SME BOARD MEMBER · ASSOCIATE SME**

Subhani Shaik

Vice President, HR and Operations

Intern Stump Solutions · Associate Subject Matter Expert

Directing organizational workflow, talent acquisition, internal operations, and continuous operational quality improvement.

Overseeing organizational workflows, human resource management, talent acquisition, and internal operations to ensure efficiency and productivity. Driving process optimization, workforce coordination, policy implementation, and continuous operational quality improvement to support organizational growth and excellence.

09 · TOOLS AND TECHNIQUES



Key Tools and Techniques

Master industry-standard methodologies used by top-tier professionals, gaining practical exposure to tools, frameworks, and strategies for results.

INDUSTRY STANDARD

01

Microsoft Excel

Used for cleaning HR data, pivot tables and quick analysis of hiring and payroll records.

MUST HAVE

02

SQL

Used to query employee and applicant databases and join HR tables for reporting.

TOP PICK

03

Power BI

Used to build interactive dashboards for recruitment funnels and workforce metrics.

ADVANCED SKILL

04

Python with Pandas

Used for data wrangling and building basic predictive models on employee data.

JOB READY

05

Applicant Tracking Systems

Practice managing requisitions, pipelines and candidate stages in ATS workflows such as Zoho Recruit.

SOURCING

06

LinkedIn Recruiter and Boolean Search

Techniques for finding and engaging passive candidates efficiently.

BEST PRACTICE

07

Structured Interviewing

A technique using scorecards and consistent questions to make fair, comparable hiring decisions.

PREDICTIVE

08

Logistic Regression

A statistical technique used to estimate the probability of attrition or offer acceptance.

COMMUNICATION

09

Data Storytelling

A technique for turning HR numbers into clear insights and recommendations for leaders.

Many More Tools Integrated in Curriculum

10 · COURSE PROJECTS



Projects You Will Work On

Build a strong portfolio by working on industry-relevant projects that simulate real job scenarios, helping you gain confidence and career-ready skills.

INDUSTRY-LED PROJECT

01

Job Description and Hiring Plan

Draft role-specific job descriptions and a hiring plan with timelines and headcount. Define competencies and scorecards for each role.

Duration: 6-10 hours

INDUSTRY-LED PROJECT

02

Boolean Sourcing Sprint

Build Boolean search strings to source candidates on LinkedIn and job portals. Create a talent pool tracker with quality ratings.

Duration: 6-10 hours

INDUSTRY-LED PROJECT

03

Resume Screening Matrix

Design a weighted scoring matrix to shortlist candidates from a sample batch of resumes. Document bias-reduction practices applied.

Duration: 6-10 hours

INDUSTRY-LED PROJECT

04

Structured Interview Kit

Create behavioural and technical question banks with rating rubrics. Run mock interviews and calibrate scores with peers.

Duration: 6-10 hours

INDUSTRY-LED PROJECT

05

Recruitment Funnel Dashboard

Build a Power BI dashboard showing time-to-hire, cost-per-hire and source effectiveness. Add filters by department and role.

Duration: 8-12 hours

INDUSTRY-LED PROJECT

06

Attrition Analysis Report

Analyse an employee dataset with SQL and Excel to find attrition drivers. Present findings and retention recommendations.

Duration: 8-12 hours

INDUSTRY-LED PROJECT

07

Attrition Prediction Model

Use Python to train a simple logistic regression model that flags employees at risk of leaving. Evaluate accuracy and explain key factors.

Duration: 8-12 hours

INDUSTRY-LED PROJECT

08

Compensation and Pay Equity Study

Analyse salary bands and compare pay across roles and gender. Recommend adjustments backed by charts and statistics.

Duration: 6-10 hours

INDUSTRY-LED PROJECT

09

Capstone: End-to-End HR Analytics**Case**

Solve a complete hiring and retention case for a mock company. Deliver a dashboard, a written insights report and a leadership presentation.

Duration: 10-14 hours



11 · COURSE ENROLLMENT

HR Analytics and Talent Acquisition

Learn HR analytics and modern talent acquisition through live mentor-led sessions. Build dashboards, predict attrition and hire smarter using Excel, Power BI, SQL and ATS tools, with portfolio projects.

Starts	To be announced	Enrolment closes	Batch details soon
Duration	3 Months	Timings	To be announced
Batch	Batch details updating soon	Batch status	Batch open · Batch dates announced soon

Your plan One-time fee · inclusive of GST		Plan 1 Course + Live Work Experience Build real projects and earn a live work experience certificate. ₹7,999 ₹25,000 · 68% OFF
Live classes & completion certificate	✓ Included	
Live projects	✓ Included	
Live work experience certificate	✓ Included	
8C appraisal report	✓ Included	
SME AI (Insyrio)	✓ Included	
Live chat with SME	✗ Not included	
Placement assistance	✗ Not included	
Plan perks	15% off across Intern Stump - coins, self-paced courses, masterclasses, mock interviews 20% off membership plans	

Also included

- Live classes with industry SMEs
- Course completion certificate
- Live projects reviewed by your SME

Good to know

Completion certificate

Verifiable ID - a sample certificate can be previewed on the course page.

8C Appraisal System

How the eight Cs work - see the 8C Appraisal section of this brochure.

Part-pay with iSure Coins

Use your coin balance at checkout.

Need help choosing?

See the FAQs or book a free demo.



12 · 8C APPRAISAL

World's First Ed-Tech with 8C Appraisal

Verified 8C Appraisal Certificate: every candidate receives an official corporate readiness report shared directly with hiring partners upon course completion.

The 8C Appraisal is a proprietary evaluation matrix measuring holistic performance across 8 career pillars for authentic proof-of-work:

Communication

Configuration

Chronicle

Completeness

Cognizance

Conception

Comprehension

Case Study



Frequently Asked Questions

Find answers to common questions about our learning tracks, placement assistance, and 8C evaluation model, or connect directly with an academic consultant.

Q1 Who is this course suitable for?

HR Analytics and Talent Acquisition suits students, freshers, HR professionals and career switchers. It starts from the basics and builds up to advanced analytics, so no prior HR or data experience is required.

Q2 What is the duration of the course?

The course runs for 3 Months with live mentor-led sessions, assignments and projects. Your next batch is the next batch, starting on soon.

Q3 What are the class timings?

Live classes are held at to be announced. Recordings and resources are shared so you can revise any missed session.

Q4 What is the course fee?

The fee is ₹7,999, down from ₹25,000, which gives you a discount of 68%. Please check the page for any current offers.

Q5 Do I need coding knowledge to join?

No. We begin with Excel and SQL basics and introduce Python gently. Mentors guide you step by step, so beginners can follow comfortably.

Q6 Will I work on real projects?

Yes. You complete nine hands-on projects covering sourcing, screening, dashboards, attrition and pay analysis, which you can showcase in your portfolio and interviews.

Q7 What job roles can I apply for after this course?

You can target roles such as Talent Acquisition Executive, Recruiter, HR Analyst, People Analytics Associate and HR Operations Executive in the Management domain.

Q8 Will I get career support?

Yes. You receive resume and LinkedIn guidance, mock interviews and mentor feedback on your portfolio. These help you prepare confidently for HR and analytics roles.

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