

DASHBOARD MODELING FOR HR PROFESSIONALS



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Introduction

Dashboard Modeling for HR Professionals Training Course equips HR teams with the technical skills needed to build clear, data-driven dashboards that support workforce decisions. Well-designed HR dashboards turn raw employee data into actionable insights for leadership. This program combines proven dashboard design principles with practical tools for data modeling, visualization, and reporting. Furthermore, it addresses common challenges such as scattered HR data, unclear metrics, and dashboards that fail to communicate real insights. Delegates leave with skills they can apply immediately, from building pivot tables to designing interactive visualizations. As a result, organizations benefit from faster reporting, clearer workforce insights, and stronger data-driven decision-making.

Dashboard Modeling for HR Professionals Course Objectives

- Structure HR data using relational data modeling principles
- Build interactive dashboards using Power BI and Excel PivotTables
- Apply key HR metrics such as turnover rate and time-to-hire
- Design visualizations using appropriate chart types for HR data
- Use DAX formulas to build calculated HR measures
- Apply data cleaning techniques to prepare raw HR datasets
- Build headcount and attrition tracking dashboards
- Design compensation and benefits analysis reports
- Apply filtering and slicing tools for dynamic dashboard views
- Present HR dashboard insights clearly to leadership teams

Course Methodology



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- Interactive workshops using real HR dataset examples
- Hands-on exercises building dashboards in Power BI and Excel
- Group activities designing HR metric visualizations
- Practical application of DAX formulas and data models
- Short assessments to reinforce daily learning
- Individual action-planning sessions for workplace application

Who Should Take This Course

- HR professionals responsible for reporting and analytics
- HR business partners supporting data-driven decisions
- Compensation and benefits analysts
- Talent management professionals tracking workforce metrics
- HR managers presenting insights to leadership
- Professionals transitioning into HR analytics roles

Dashboard Modeling for HR Professionals Course Outlines

Day 1: Foundations of HR Data and Dashboards

- Role of dashboards in HR decision-making
- Common HR metrics and key performance indicators
- Introduction to relational data modeling
- Identifying reliable HR data sources
- Case study: dashboards driving HR strategy
- Practical exercise: mapping HR data sources



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- Group discussion on dashboard goals

Day 2: Data Preparation and Cleaning

- Cleaning and structuring raw HR datasets
- Handling duplicates and missing data
- Building relationships between HR data tables
- Preparing data for Power BI and Excel
- Practical exercise: cleaning a sample HR dataset
- Group review of data preparation steps
- Discussion on data quality standards

Day 3: Building Dashboards in Power BI and Excel

- Introduction to Power BI and Excel PivotTables
- Building calculated measures using DAX formulas
- Designing headcount and attrition dashboards
- Selecting appropriate chart types for HR data
- Practical exercise: building a turnover dashboard
- Group review of dashboard drafts
- Feedback session on visualization choices

Day 4: Advanced Metrics and Visualization

- Applying advanced HR metrics such as time-to-hire
- Building compensation and benefits analysis reports
- Using filters and slicers for dynamic views
- Designing dashboards for different audiences



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- Case study: compensation dashboard for leadership
- Practical exercise: building a metrics dashboard
- Group feedback on advanced visualizations

Day 5: Presenting and Sustaining Dashboards

- Structuring dashboards for clear storytelling
- Presenting HR insights to leadership teams
- Maintaining and updating dashboards over time
- Ensuring data accuracy and consistency
- Sustaining dashboard adoption across HR teams
- Action-planning for post-course application
- Final review and course wrap-up

Conclusion

By successfully completing Dashboard Modeling for HR Professionals Training Course, participants will have acquired practical tools for building, structuring, and presenting HR dashboards. Furthermore, delegates will understand how to apply data modeling principles, DAX formulas, and key HR metrics to support workforce decisions. As a result, they will be better equipped to turn HR data into actionable insights. Gentex Training Center designed this course to help HR teams strengthen their data-driven reporting capabilities.

FAQs





Q1 What is the "Dashboard Modeling for HR Professionals" course about?

This course covers HR data modeling, dashboard design, and visualization techniques using tools such as Power BI and Excel. Participants learn practical methods for turning raw workforce data into clear, actionable dashboards.

Q2 What are the key benefits of the "Dashboard Modeling for HR Professionals" course?

Participants gain stronger data modeling skills, improved dashboard design, and faster reporting capabilities. Furthermore, organizations benefit from clearer workforce insights, better decision-making, and more efficient HR reporting processes.

Q3 What skills will I gain from the "Dashboard Modeling for HR Professionals" course?

Delegates develop data modeling, dashboard design, DAX formula writing, and data presentation skills. These four core competencies help HR professionals build dashboards that communicate workforce insights clearly to leadership teams.

Q4 What tools, methods, or standards are covered in the "Dashboard Modeling for HR Professionals" course?

The course covers Power BI, Excel PivotTables, DAX formulas, and key HR metrics such as turnover rate and time-to-hire, giving participants practical, industry-recognized tools for building effective HR dashboards.

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Q5 How is the "Dashboard Modeling for HR Professionals" course applied in real-world practice?

Participants apply data cleaning techniques to prepare HR datasets, build dashboards using Power BI and Excel, and present insights to leadership, directly improving how organizations track and act on workforce data.

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