

# HR TECHNOLOGY AND AUTOMATION SOLUTIONS

Amsterdam - Netherlands  
27 - Jul 2026 - 31 - Jul 2026  
\$6,000

**GENTEX**®  
TRAINING CENTER



## Introduction

The modern HR landscape is undergoing a digital transformation. HR technology (HR Tech) and automation solutions are revolutionizing the way HR professionals manage tasks, improve efficiency, and gain valuable insights. This intensive five-day program, offered by Gentex Training Center, equips HR professionals with the knowledge and skills needed to leverage the power of HR Tech and automation. Through interactive workshops, case studies, and hands-on exercises, participants gain the ability to identify opportunities for automation, select the right HR Tech solutions, and implement them effectively within their organizations.

## HR Technology and Automation Solutions Course Objectives:

- Master the core principles of HR technology and its role in optimizing HR processes.
- Gain a comprehensive understanding of the different types of HR Tech solutions available.
- Develop proficiency in evaluating HR Tech solutions based on organizational needs and best practices.
- Explore best practices for implementing and integrating HR Tech solutions within existing workflows.
- Master the art of utilizing automation tools to streamline repetitive administrative tasks.
- Understand the benefits and challenges associated with HR Tech adoption and implementation.
- Analyze real-world case studies to apply HR Tech and automation strategies in practical scenarios.
- Formulate a personalized action plan to leverage HR Tech solutions within your HR department.



## Course Methodology

This interactive program utilizes a participant-centric approach. It blends lectures from HR Tech experts, interactive workshops, real-world case studies, group discussions, hands-on demonstrations of HR Tech solutions, and collaborative planning sessions. Participants actively engage in exploring different HR Tech solutions, practicing implementation strategies, and developing plans to leverage automation within their roles. Through experiential learning, participants gain the practical skills and theoretical knowledge needed to become champions of HR Tech within their organizations, driving efficiency and strategic decision-making.

## Who Should Take This Course

- HR professionals of all levels seeking to enhance their knowledge and skills in HR technology.
- HR managers and leaders interested in exploring automation solutions to streamline HR processes.
- Business leaders interested in leveraging HR Tech to optimize HR functions and gain valuable workforce insights.
- Anyone interested in understanding the future of HR and the role of technology in the HR landscape.

## HR Technology and Automation Solutions Course Outline:

### Day 1: The Rise of HR Tech: Understanding the Benefits and Potential

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- Unveiling the HR Tech Landscape and its Impact on Modern HR Practices
- Exploring the Benefits of HR Tech: Increased Efficiency, Improved Data Management, and Enhanced Employee Experience
- Identifying Potential Challenges Associated with HR Tech Adoption and Implementation

## Day 2: Navigating the HR Tech Landscape: A Comprehensive Overview of Solutions

- Exploring Different Types of HR Tech Solutions: Applicant Tracking Systems (ATS), Performance Management Systems, Learning Management Systems (LMS), and Payroll Software
- Understanding the Features and Functionality of Key HR Tech Solutions
- Evaluating HR Tech Solutions Based on Organizational Needs and Best Practices

## Day 3: Implementing HR Tech Solutions: Strategies for Success

- Mastering the Art of Change Management: Preparing Your Organization for HR Tech Adoption
- Developing a Strategic Implementation Plan for Integrating HR Tech Solutions
- Exploring Best Practices for Data Migration and System Configuration

## Day 4: Automating HR Processes: Leveraging Technology to Streamline Workflows

- Identifying Opportunities for Automation Within HR Functions: Recruitment, Onboarding, Training, and Performance Management
- Mastering Automation Tools and Techniques for Streamlining Repetitive Tasks





- Exploring the Potential of Artificial Intelligence (AI) in HR Processes

## Day 5: The Future of HR: Continuous Improvement and Strategic Insights

- Understanding the Importance of Data Analytics and Reporting in HR
- Utilizing HR Tech Data to Gain Valuable Workforce Insights and Drive Strategic Decision-Making
- Developing a Culture of Continuous Improvement for Evaluating and Optimizing HR Tech Solutions

## Conclusion

By successfully completing this comprehensive program offered by Gentex Training Center, participants gain the knowledge and practical skills needed to navigate the world of HR Tech with confidence. They will be equipped to identify and implement effective HR Tech solutions, automate workflows, and leverage data to optimize HR functions within their organizations. This enhanced knowledge empowers them to become leaders in the digital transformation of HR, ultimately contributing to a more efficient, data-driven, and strategic HR department.