

# Human Capital Management

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## HUMAN CAPITAL MANAGEMENT

*Advanced Certification Programme*

Human Capital Management is a professional management course certified by EIU-Paris. Taken from the European International University's MBA programme, this offering is a Certification for HR Leaders. The programme covers the moves made from HR's administrative roots to strategic business partner with the intentions to become a predictive contributor to future business/organization success.

This is a complete end-to-end HCM course where you will learn the HR module introduction, Organizational Structure, Enterprise Structure, Organizational Management, Recruitment, Personnel Administration, Time Management, Payroll, Personnel Development, Training & Event Management, and more.

We start from the theoretical basics and progressively build upon that knowledge. Each step adds practical examples, case studies, and exercises.

HCM module is a extensive and robust human resources management solution that delivers unmatched global capability in management of HR processes. It gives organizations of all sizes, industries, and regions the tools needed to manage the most important human capital of a company.

HCM manages all functions from hiring an employee to its final termination in organization. It consist various sub components such as Personnel Management, Organizational Management (OM), Time Management and Payroll. SAP HR/ HCM module is integrated with other modules such as Production Planning, Material Management, Financial Accounting (FI), and Controlling (CO).

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**Forbes**

**“An investment in knowledge pays the best interest”  
Benjamin Franklin**



## What I will learn?

- Upon completing this course, you will be able to:
- Define Human Capital Management (HCM).
- Work on personnel cost planning, compensation management, pay-scale classification, and wage types.
- Build time management capabilities in defining work schedules, holiday calendar, overtime calculation, attendance, and more.
- Work on the integration of human resource module with finance module for managing payroll.
- Integrate Personnel Administration (PA) and Organizational Management (OM) and define relationships.
- Configure reporting relationships and henceforth create organizational structure report.
- Create and execute plan for recruitment of employees and accordingly make changes to Employee Master Data.
- Understand the impact that HCM has on company performance and corporate identity.
- Identify common HCM practices and issues that impact stakeholders.
- Explain financial risks and performance risks associated with HCM.
- Compare key HCM metrics and how they are used to evaluate a company.
- Recommend effective HCM solutions.

For more information mail [hello@pedagog.ac](mailto:hello@pedagog.ac)

## Who this course is for:

- Those who have interest in HR domain - Beginner to Advanced
- HR Management Consultants/Practitioners
- Business Owners/Entrepreneurs/Top Management/Managers
- Management students
- Want to work in companies
- Want to work as Freelance HR Practitioner/Management Consultant
- Want to start own HR Management consulting firm

## Requirements

- No prior experience is required. We start from the basics
- You'll need access to Microsoft Office (Word, PowerPoint, Excel) to download and practice with the supplemental course materials



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For queries or training in bulk contact  
[hello@pedagog.ac](mailto:hello@pedagog.ac)

## LESSONS COVERED:

1. Introduction to Human Capital Management
2. HR – A Chequered History
3. The Birth of A Modern HR Service
4. From Thought Leadership to HR Deliverables
- 5.5 Key Services – Strategic Advice and Counsel
- 6.5 Key Services – Strategic Advice and Counsel II
- 7.5 Key Services – Strategic Advice and Counsel III
- 8.5 Key Services – Strategic Advice and Counsel IV
- 9.5 Key Services – Talent Management I
- 10.5 Key Services – Talent Management II
- 11.5 Key Services – Talent Management III
- 12.5 Key Services – Performance Management I
- 13.5 Key Services – Performance Management II
- 14.5 Key Services – Rewards Management I
- 15.5 Key Services – Rewards Management II
- 16.5 Key Services - Organisational Development I
- 17.5 Key Services – Organisational Development II
- 18.5 Key Services – Organisational Development III
- 19.5 Key Services – Organisational Development IV
20. Business Success – Vision, Mission and Values
21. Business Success – Strategic Intent
22. HR As a Business Partner I
23. HR As a Business Partner II
24. HR As a Business Partner III
25. The Business of HR Metrics and Analytics I
26. The Business of HR Metrics and Analytics II
27. HR Ulrich Revisited, More Recent Quotes
28. HR Some Strange Stories and Implications
29. HR Taking a View – Fad V Mainstream
30. TAKING A VIEW: Section 28A - COVID 19 IMPLICATIONS AND RESPONSES
31. Impactive HR Services of Tomorrow
32. Strategic HR – Business Partner Summary



## Course Structure

The programme is structured into 32 units which have further been arranged into “bite-size” lessons for longer retention and convenient application – which is the desired outcome of true education. Each lesson includes reading requirement and a video.

## Sample Certificate

THE DUAL CERTIFICATE awarded by European International University, Paris & by Pedagog



This programme will cover all the functions of HR with real-life examples.

- In the introductory module, you will get to know the actual scenarios HRs faced in company and how to smartly overcome challenges.
- In manpower planning, learn about various factors you should keep in mind while doing manpower planning and what are the recent trends in different industries.
- In job analysis, the main focus would be on competency-based job analysis. Many companies are moving from traditional job analysis to competency based job analysis.
- In the recruitment and selection module, learn about current trends and the common terminologies used.
- In Training and Development, you would be able to do Instructional System Design, how to do proper analysis, write measurable objectives and ace trainings.
- In labour laws, know about the key labour laws and their objectives. Also latest amendments.
- In remuneration and compensation, design salary structure and create a win-win situation for employer and employee both. Become confident in TDS calculations.
- In performance management, know about various methods in performance management.
- In the disciplinary procedure, practice the steps which should be followed to avoid penalties later.
- HR Analytics, calculate and analyse common metrics and the future trends
- In Employee Engagement, practice various Psychological tips for employee engagement and the current trends, Common terminologies and concepts

### Assessment/Reinforcement

This is a Premium Coaching Course; hence the type of assessment is designed not to penalise you for getting anything wrong but to reinforce the principles from each Lesson. This is positive reinforcement and the basis of Academic Coaching. This assessment is based on the premise: What's worth remembering is worth repeating. No real teaching takes place until learning has taken place.

### Duration

Maximum duration of the course is six-months. However, this customized course can easily be successfully completed at your own pace and in your own space, even within a few weeks.

### Course Fee

The Course is originally priced as 300 USD which includes a certification from European International University, Paris including its Alumni Status after the achievement. For more information or queries Please mail to [hello@pedagog.ac](mailto:hello@pedagog.ac)



Watch video 



# HUMAN CAPITAL MANAGEMENT

European International University-Paris



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## Go to the courses tab after logging

Once you have purchased, you will see the course in your dashboard to start studying

# 5

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## Completion

On completion, you will receive certification from Pedagog and European International University-Paris by email.

For Hardcopies students can contact [hello@pedagog.ac](mailto:hello@pedagog.ac)