



EDIFY TECH SOLUTIONS

# HR MANAGEMENT

PROGRAM TYPE

**PROFESSIONAL**

Our Alumni work at



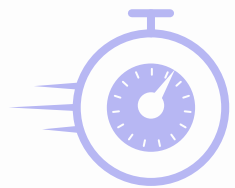
# WHO ARE WE?

At **Edufyi Tech Solutions**, we are dedicated to transforming the educational journey for college students by offering cutting-edge virtual internships and comprehensive training programs. Our approach combines industry mentorship with practical experience, providing each student with six real-time and capstone projects per course or domain. These projects are designed to equip students with the skills and experience needed to secure their dream jobs upon graduation



# WHY CHOOSE US?

Our unique features are:



Choose your Speed,  
Master the Skills



Industry Project  
Playground



Resume Building & Aptitude  
Grooming



Learn from Industry Mentors  
from MNCs & Startup Founders



100% Placement  
Assistance



Exclusive R&D  
learning content  
from leading MNCs



Unlimited  
Mocks  
& GDs



24\*7  
Dedicated  
Support



Wipro Dice ID  
Accredited  
Globally Recognized  
Certifications



Get your  
Internship with  
150+ Companies



1:1 Counselling  
Sessions



Additional  
Certifications from  
Microsoft, Cisco, IBM,  
Adobe, etc



Certified  
Bootcamps  
& Webinars



Lifetime  
Personalized Learning  
Management System  
(LMS)



Access recorded  
lectures Anytime,  
Anywhere!!



Skill Up & Cash In  
with Performance  
Based Stipend



Mentorship by  
industry experts  
via live sessions



Access  
to our  
Hiring Partners



# WHAT IS HR MANAGEMENT?

Human Resource Management (HRM) is the strategic approach to managing an organization's most valuable asset: its people. It involves aligning the workforce with the organization's goals and objectives. It refers to identifying, attracting, and recruiting suitable candidates for various roles within the organization. Identifying training needs, designing and implementing training programs, and evaluating their effectiveness. Managing employee grievances, conflicts, and disciplinary actions, fostering positive employee relations. Ensuring adherence to labor laws and regulations, managing employee records, and handling legal matters.





# SCOPE OF HR MANAGEMENT

Human Resource Management (HRM) encompasses a broad spectrum of activities aimed at optimizing an organization's workforce to achieve strategic goals. Key areas within HRM include:

1. Talent Acquisition
2. Performance Management
3. Training and Development
4. Compensation and Benefits
5. Human Resource Planning
6. Talent Analytics



# CAREER OPPORTUNITIES



- HR Generalist
- Talent Acquisition Specialist
- Employee Relations Specialist
- HR Analyst
- HR Manager
- Chief Human Resources Officer (CHRO)
- Director of Human Resource



# HOW CAN YOU START YOUR JOURNEY IN HR MANAGEMENT?

Enroll in our specialized program, learn from industry experts, get guaranteed internships, job opportunities, and work on [6 Advanced industry-based projects](#). Edufyi in collaboration with IITs and partnered companies brings you an opportunity to excel in Business Analytics. This specialization helps you to explore an organization's data, with an emphasis on statistical analysis for decision-making. Learn Business Analytics, and problem-solving skills with real-world projects and applications



# SPECIALISED PROGRAM CURRICULUM



## INDUSTRIAL TRAINING

### ● Session-1: Human Resources Basics

- HR Fundamentals
- Employee Onboarding process



## ● Session-2: Company Policies

- Introduction to Company Policies
- Code of Conduct
- Anti-Discrimination and Harassment Policy
- Employee records
- Compensation and Benefits
- Corporate Social Responsibility (CSR)

## ● Session-3: Creating Basic Objects

- Payroll processing
- Conducting Seminars
- Conduct Benefit Analysis

## ● Session-4: Work Conflicts and Solutions

- Types of Work Conflicts
- Causes of Workplace Conflicts
- Impact of Work Conflicts
- Preventative Measures
- Legal and Ethical Considerations
- Building a Conflict-Resilient Organization

## ● Session-5: Human Resource Planning

- Analyzing supply and demand
- Enterprise Resource Planning
- Forecasting and Balancing





## ● Session-6: Hard and Soft HRP

- Introduction to Human Resource Planning (HRP)
- Overview of Hard HRP
- Overview of Soft HRP
- Tools and Technologies for HRP
- Conclusion

## ● Session-7: Recruitment and Selection

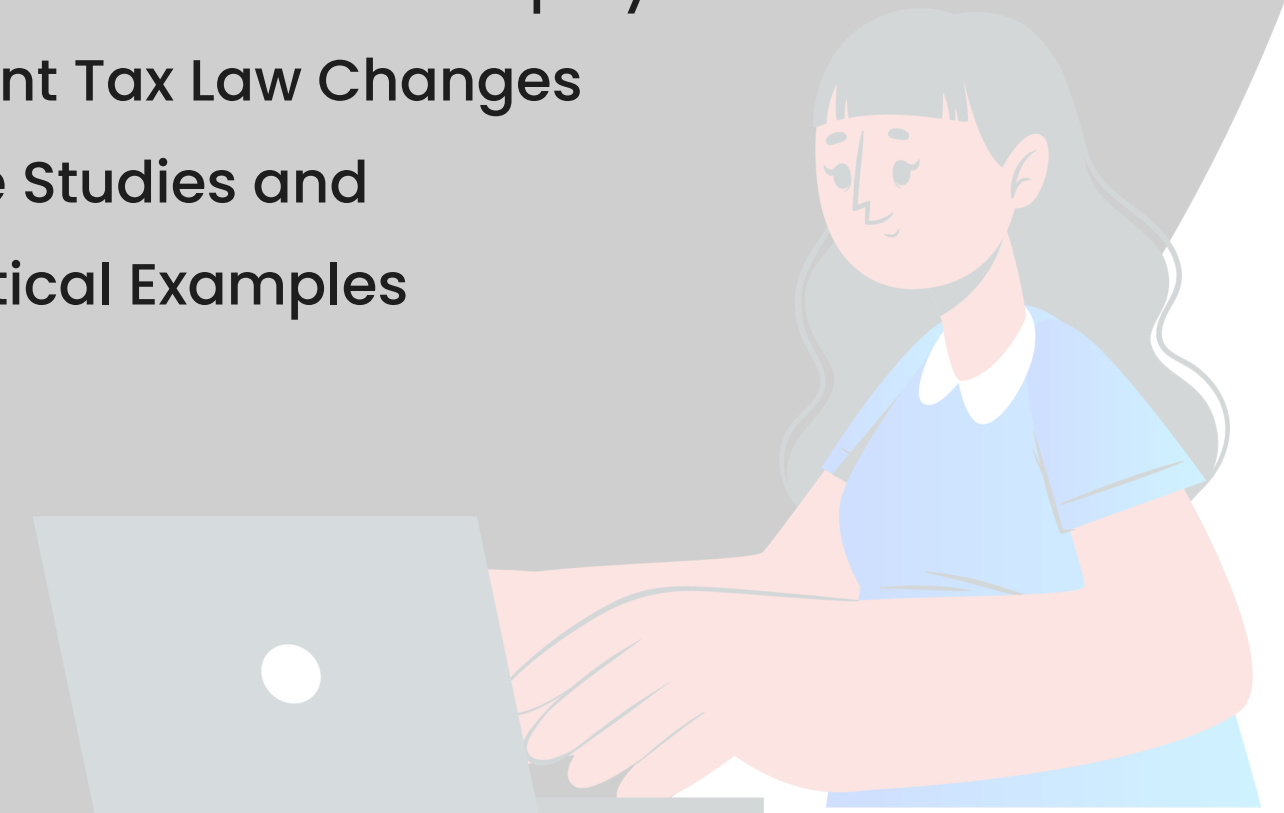
- Sourcing and Attracting Talent
- Background verification Tools
- Conversion Protocols Screening and Onboarding

## ● Session-8: Compensation and Employee Tax

- Compensation structure planning
- Incentive and bonus management

## ● Session-9: Professional and Employee Tax

- Introduction to Professional and Employee Tax
- Understanding Different Types of Taxes
- Provident Fund and Employee Benefits
- Recent Tax Law Changes
- Case Studies and Practical Examples



## ● Session-10: Training and Development

- Employee training and development
- Talent Acquisition Understanding

## ● Session-11: Resource Deployment

- Introduction to Resource Deployment
- Types of Resources
- Resource Allocation Strategies
- Monitoring and Evaluation
- Challenges and Solutions

## ● Session-12: Training Reinforcement

- Introduction to Training Reinforcement
- Types of Reinforcement Strategies
- Challenges and Solutions in Training Reinforcement
- Best Practices for Training Reinforcement
- Future Trends in Training Reinforcement



## ● **Session-13: Types of Management**

- Financial Management
- Marketing Management
- Human Resources Management
- Operations Research and Management
- Strategic Management

## ● **Session-14: Human Resource Development**

- Human Resource Development
- Framework of Human Resource Development
- Evaluating HRD programs
- Management Development
- Work Force Reduction, Realignment, and Retention

## ● **Session-15: Employee Legislation**

- Introduction to the Historical Dimensions of Labor & Employee Legislation in India
- Various Acts
- The Role of Human Capital
- Quality of Life of Workers
- Governance of Enterprises



## ● **Session-16: GLOBAL HR PRACTICES**

- Growth of International Business and Globalization
- HR Challenges & Opportunities
- HR Policies and Operations in a Global Setting
- Change Management Model
- Quality Performance in Knowledge-Based Organizations



**QUIZ**

## **ADVANCE INTERNSHIP PROJECTS**

**Project 1**

**Project 2**

**Project 3**

**Project 4**

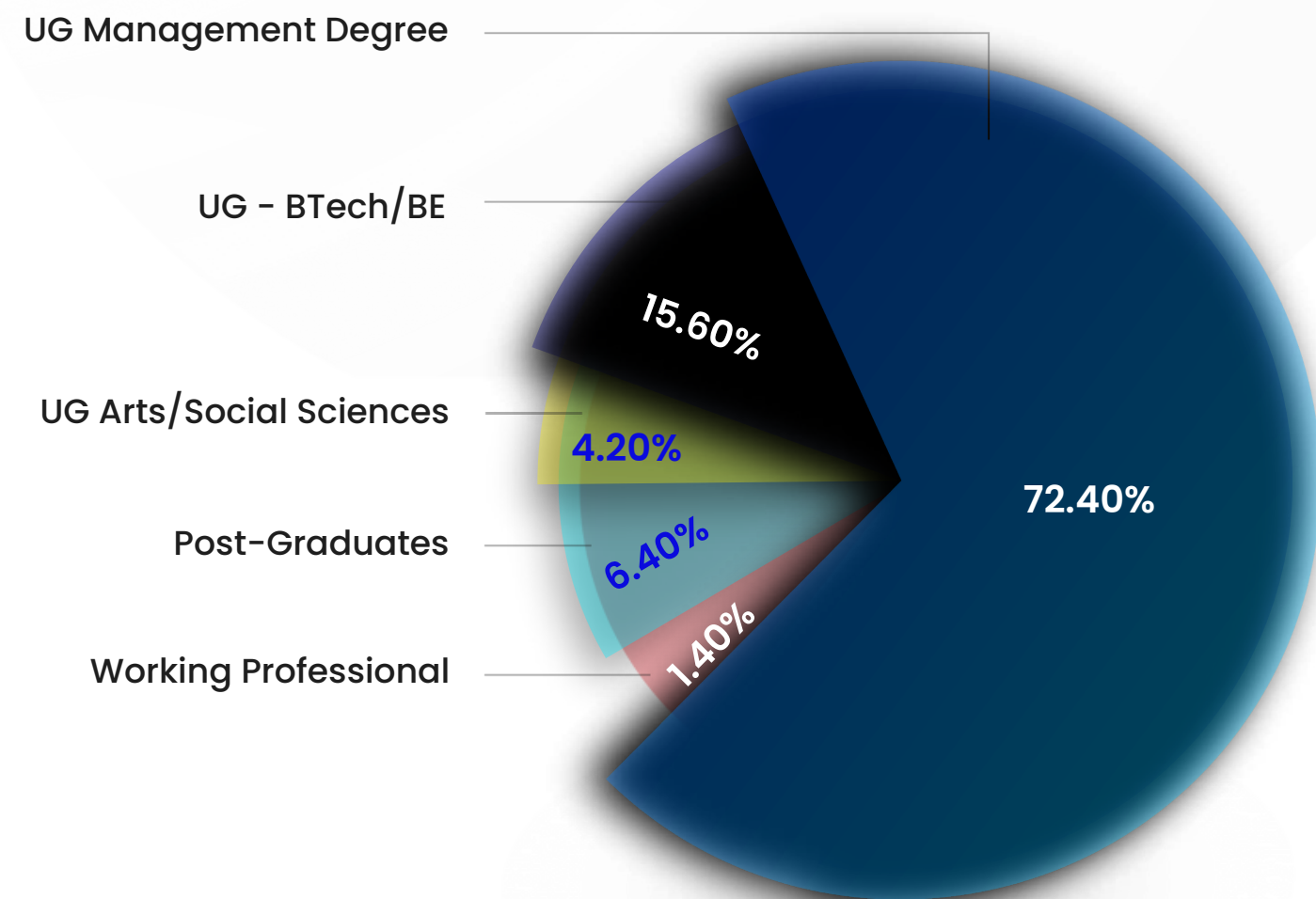
**Projects 5**

**Projects 6**

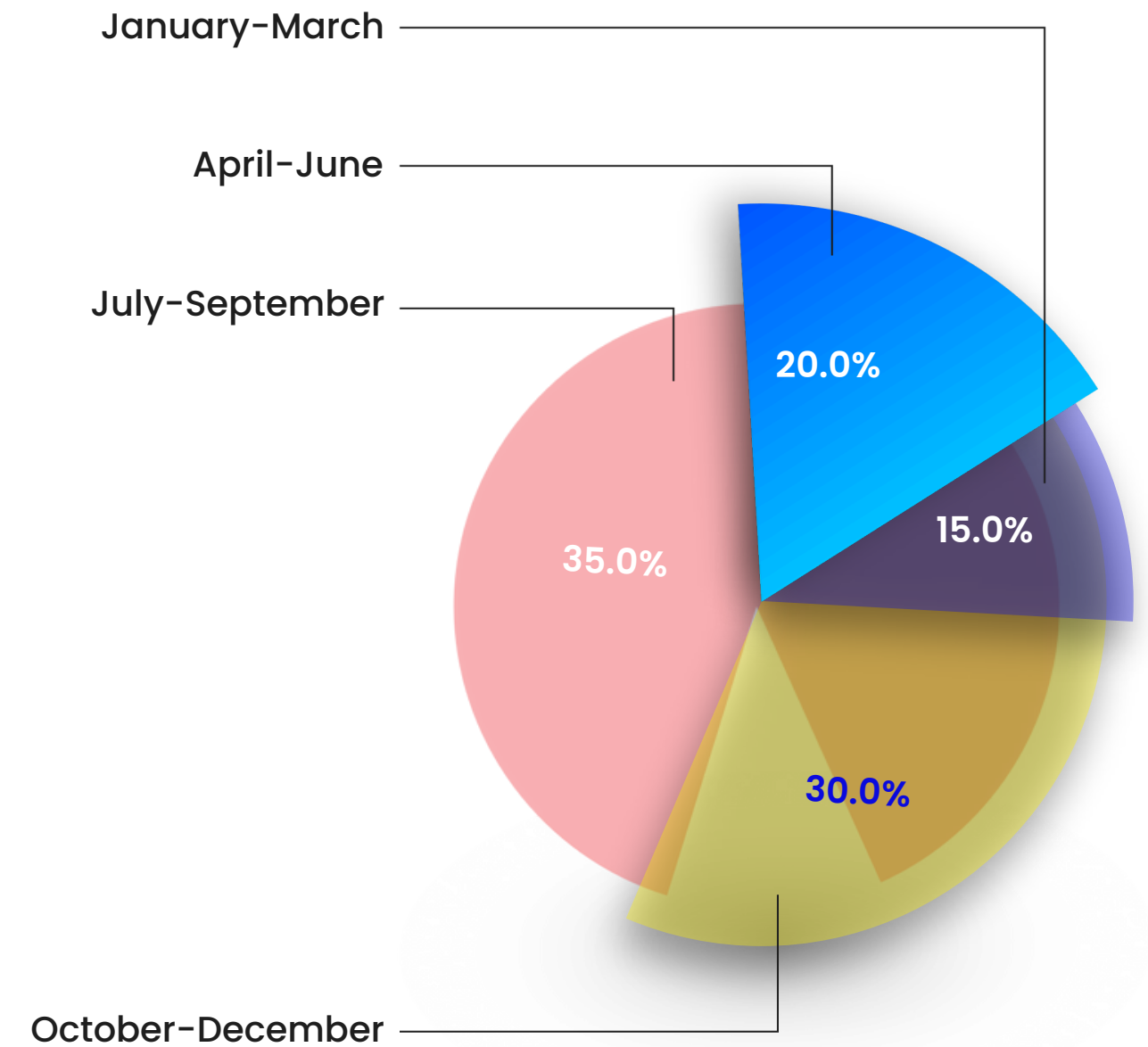




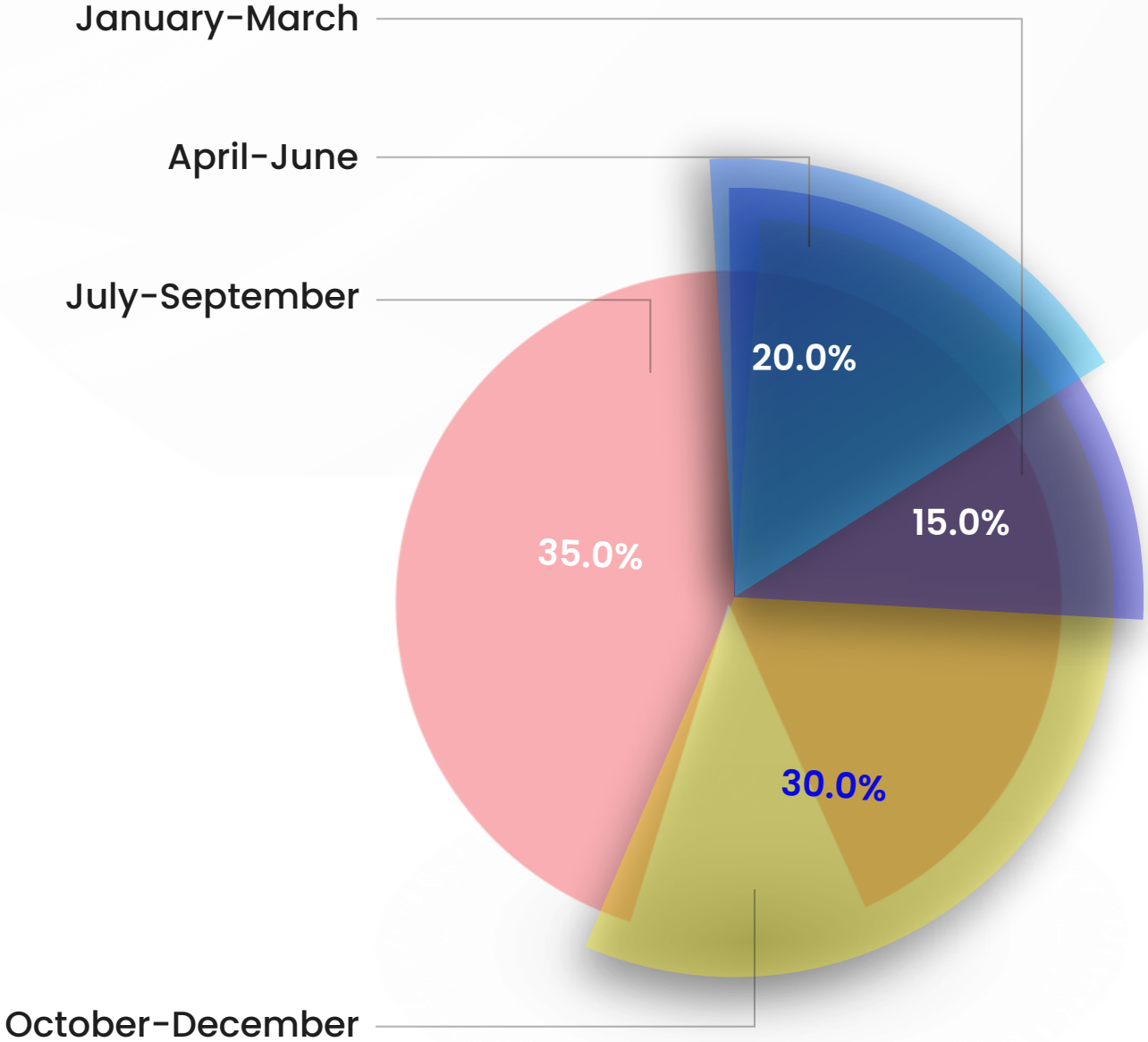
## LEARNER'S BACKGROUND



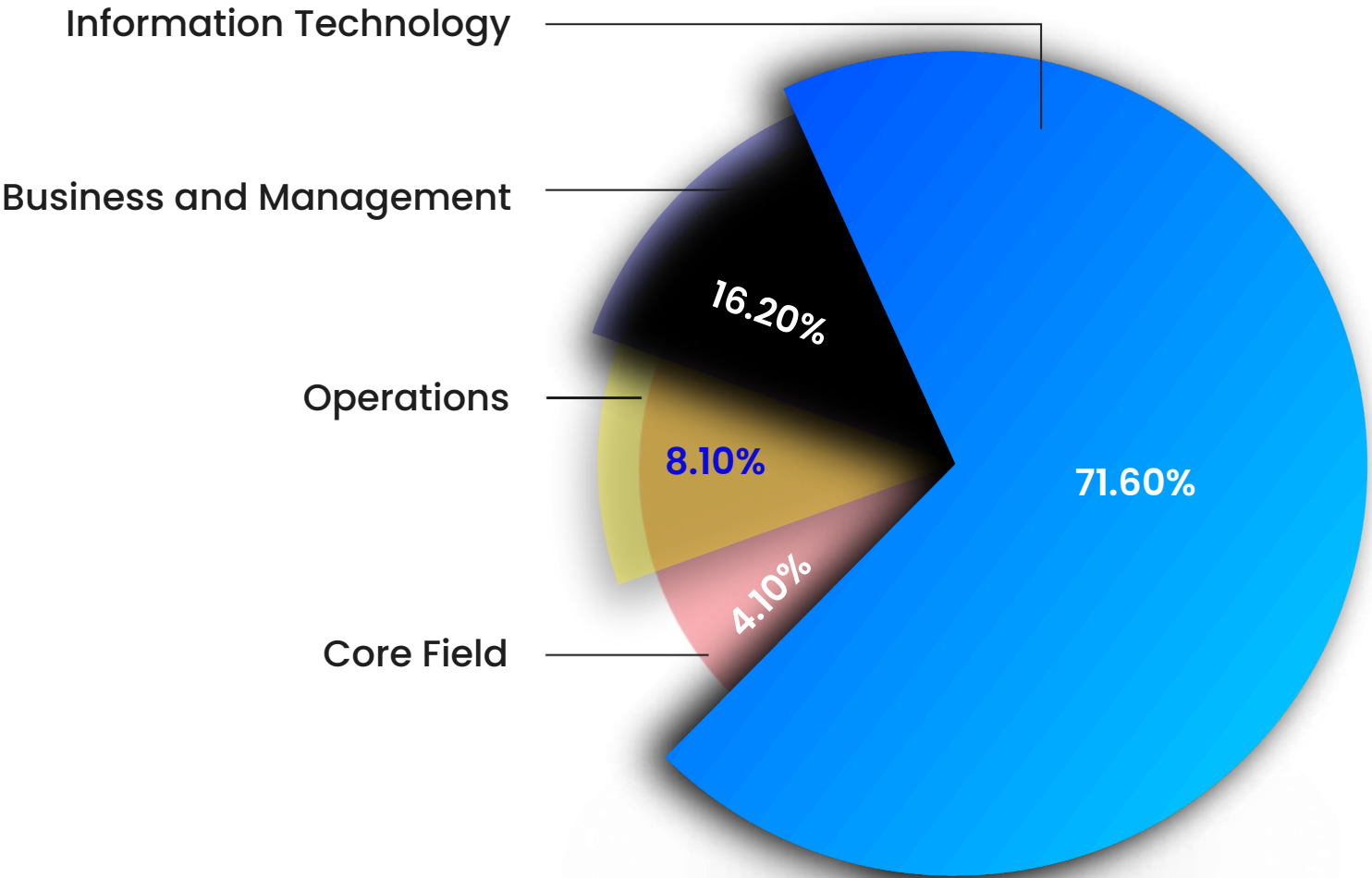
## QUARTERLY PLACEMENT ANALYSIS REPORT



# QUATERLY PLACEMENT ANALYSIS REPORT



# OFFERED PROFILES & FIELDS VIA EDUFYI



# WIPRO DICE ID ACCREDITED CERTIFICATIONS





# PROFESSIONAL MNC CERTIFICATIONS



# OUR AUTHORISED CERTIFICATION PARTNERS



ADOBE



MICROSOFT



QUICKBOOKS



AUTODESK



CISCO



ESB





# DONT HESITATE TO CONTACT US...

Kickstart your career growth with



**EDUFYI TECH SOLUTIONS**

 [www..edufyitechsolutions.com](http://www.edufyitechsolutions.com)

 [edufyi@edufyitrchsolutions.in](mailto:edufyi@edufyitrchsolutions.in)

 **+916362000213**

**Follow us:**

