

Artificial Intelligence for HR Training

COURSE CONTENT

GET IN TOUCH



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About Multisoft

Train yourself with the best and develop valuable in-demand skills with Multisoft Systems. A leading certification training provider, Multisoft collaborates with top technologies to bring world-class one-on-one and certification trainings. With the goal to empower professionals and business across the globe, we offer more than 1500 training courses, which are delivered by Multisoft's global subject matter experts. We offer tailored corporate training; project Based Training, comprehensive learning solution with lifetime e-learning access, after training support and globally recognized training certificates.

About Course

Artificial Intelligence (AI) is transforming HR practices, making them more efficient, data-driven, and employee-centric. The Artificial Intelligence for HR Training by Multisoft Systems is designed to equip HR professionals with the knowledge and skills to integrate AI tools and techniques into their daily operations.

Module 1: Introduction and Overview

- ✓ Welcome and Objectives
- ✓ Introduction to the training session
- ✓ Overview of objectives and agenda
- ✓ Understanding AI in HR
- ✓ Basics of AI and its relevance to HR
- ✓ Key AI technologies used in HR (e.g., machine learning, natural language processing)
- ✓ Introduction to Microsoft Copilot
- ✓ Overview of Microsoft Copilot
- ✓ Key features and capabilities
- ✓ How Copilot integrates with Microsoft 365 tools

Module 2: Practical Applications and Hands-On Training

- ✓ AI-Driven Recruitment
- ✓ Using Copilot for resume screening and candidate matching
- ✓ Automating interview scheduling and follow-ups
- ✓ Case studies and examples
- ✓ Employee Engagement and Development
- ✓ Leveraging Copilot for employee surveys and feedback analysis
- ✓ Personalized learning and development plans
- ✓ Performance management and appraisals
- ✓ Hands-On Workshop
- ✓ Interactive session with practical exercises
- ✓ Participants use Copilot to complete HR tasks
- ✓ Q&A and troubleshooting

Module 3: Wrap-Up and Feedback

- ✓ Summary and Key Takeaways

- ✓ Recap of the day's learning
- ✓ Discussion on the future of AI in HR
- ✓ Collecting feedback from participants