

HUMAN RESOURCES | COURSE BROCHURE

People Analytics with Power BI

5 days | Classroom training | English

SMART HORIZON

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https://smarthorizon.uk



Course content

Why attend

People analytics turns HR data into insights that support workforce decisions. This hands-on course teaches HR professionals to prepare HR data, build data models and create interactive Power BI dashboards for headcount, turnover, recruitment, absence, diversity and engagement. Participants also learn to interpret and present insights responsibly.

HR teams are expected to support decisions with data. This course gives you practical skills to build HR dashboards and tell compelling stories with people data.

Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

Course methodology

The course is delivered through guided labs in Power BI using sample HR datasets, with dashboard design workshops and presentation practice. Participants need Power BI Desktop on their laptop.

Course objectives

By the end of this course, participants will be able to:
• Identify key HR metrics and data sources
• Prepare and clean HR data with Power Query
• Build data models and calculated measures
• Create interactive HR dashboards
• Analyse turnover, recruitment, absence and diversity
• Present people insights responsibly to leaders

Target audience

This course is suitable for:
• HR analysts
• HR business partners
• HR information systems professionals
• Reward and workforce planning specialists
• HR managers



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Target competencies

Participants will develop competencies in:

- HR metrics
- Data preparation
- Data modelling
- Dashboard design
- Workforce analysis
- Insight communication

Course outline

Day 1: People Analytics Foundations

09:00–09:54	Value of people analytics
09:54–10:48	HR metrics and KPIs
10:48–11:00	Data sources and quality
11:00–11:30	**Coffee break**
11:30–12:12	Data sources and quality (continued)
12:12–13:06	Privacy and ethics
13:06–14:00	Exercise: Defining HR questions

Day 2: Preparing HR Data

09:00–09:54	Power BI overview
09:54–10:48	Importing data
10:48–11:00	Cleaning and transforming with Power Query
11:00–11:30	**Coffee break**
11:30–12:12	Cleaning and transforming with Power Query (continued)
12:12–13:06	Combining datasets
13:06–14:00	Lab: Preparing HR data



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Day 3: Data Modelling

09:00–09:54	Relationships and data models
09:54–10:48	Date tables
10:48–11:00	Calculated measures
11:00–11:30	**Coffee break**
11:30–12:12	Calculated measures (continued)
12:12–13:06	Headcount and turnover calculations
13:06–14:00	Lab: Building the model

Day 4: HR Dashboards

09:00–09:54	Dashboard design principles
09:54–10:48	Visuals for HR data
10:48–11:00	Filters and drill-down
11:00–11:30	**Coffee break**
11:30–12:12	Filters and drill-down (continued)
12:12–13:06	Diversity and absence analysis
13:06–14:00	Lab: Building an HR dashboard

Day 5: Insights and Presentation

09:00–09:54	Interpreting results
09:54–10:48	Storytelling with HR data
10:48–11:00	Publishing and sharing securely
11:00–11:30	**Coffee break**
11:30–12:12	Publishing and sharing securely (continued)
12:12–13:06	Responsible use
13:06–14:00	Capstone: People analytics presentation

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the



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sessions. They are indicative only and do not constitute a binding commitment.

Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (GBP)
Singapore Confirmed dates	16 Nov 2026	20 Nov 2026	**£2,820.–**
Online Confirmed dates	16 Nov 2026	20 Nov 2026	**£1,250.–**
London Confirmed dates	7 Dec 2026	11 Dec 2026	**£2,450.–**
Online Confirmed dates	7 Dec 2026	11 Dec 2026	**£1,250.–**
Dubai Confirmed dates	14 Dec 2026	18 Dec 2026	**£3,150.–**
Online Confirmed dates	14 Dec 2026	18 Dec 2026	**£1,250.–**
Frankfurt Confirmed dates	4 Jan 2027	8 Jan 2027	**£2,650.–**
Online Confirmed dates	4 Jan 2027	8 Jan 2027	**£1,250.–**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Kuala Lumpur Confirmed dates	18 Jan 2027	22 Jan 2027	**£1,450.-**
Online Confirmed dates	18 Jan 2027	22 Jan 2027	**£1,250.-**
Barcelona Confirmed dates	25 Jan 2027	29 Jan 2027	**£2,840.-**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**£1,250.-**
Paris Confirmed dates	1 Feb 2027	5 Feb 2027	**£2,860.-**
Online Confirmed dates	1 Feb 2027	5 Feb 2027	**£1,250.-**
Istanbul Confirmed dates	15 Feb 2027	19 Feb 2027	**£2,650.-**
Online Confirmed dates	15 Feb 2027	19 Feb 2027	**£1,250.-**
Amsterdam Confirmed dates	1 Mar 2027	5 Mar 2027	**£2,540.-**



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Dates, venues and fees (continued)

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Online Confirmed dates	1 Mar 2027	5 Mar 2027	**£1,250.–**
Singapore Confirmed dates	15 Mar 2027	19 Mar 2027	**£2,820.–**
Online Confirmed dates	15 Mar 2027	19 Mar 2027	**£1,250.–**
Cape Town Confirmed dates	22 Mar 2027	26 Mar 2027	**£1,890.–**
Online Confirmed dates	22 Mar 2027	26 Mar 2027	**£1,250.–**
London Confirmed dates	5 Apr 2027	9 Apr 2027	**£2,450.–**
Online Confirmed dates	5 Apr 2027	9 Apr 2027	**£1,250.–**
Dubai Confirmed dates	19 Apr 2027	23 Apr 2027	**£3,150.–**
Online Confirmed dates	19 Apr 2027	23 Apr 2027	**£1,250.–**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Frankfurt Confirmed dates	3 May 2027	7 May 2027	**£2,650.-**
Online Confirmed dates	3 May 2027	7 May 2027	**£1,250.-**
Kuala Lumpur Confirmed dates	17 May 2027	21 May 2027	**£1,450.-**
Online Confirmed dates	17 May 2027	21 May 2027	**£1,250.-**
Cape Town Confirmed dates	24 May 2027	28 May 2027	**£1,890.-**
Online Confirmed dates	24 May 2027	28 May 2027	**£1,250.-**
Paris Confirmed dates	7 Jun 2027	11 Jun 2027	**£2,860.-**
Online Confirmed dates	7 Jun 2027	11 Jun 2027	**£1,250.-**
Istanbul Confirmed dates	21 Jun 2027	25 Jun 2027	**£2,650.-**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Online Confirmed dates	21 Jun 2027	25 Jun 2027	**£1,250.-**
Amsterdam Confirmed dates	5 Jul 2027	9 Jul 2027	**£2,540.-**
Online Confirmed dates	5 Jul 2027	9 Jul 2027	**£1,250.-**
Singapore Confirmed dates	19 Jul 2027	23 Jul 2027	**£2,820.-**
Online Confirmed dates	19 Jul 2027	23 Jul 2027	**£1,250.-**
Rome Confirmed dates	26 Jul 2027	30 Jul 2027	**£2,450.-**
Online Confirmed dates	26 Jul 2027	30 Jul 2027	**£1,250.-**
London Confirmed dates	2 Aug 2027	6 Aug 2027	**£2,450.-**
Online Confirmed dates	2 Aug 2027	6 Aug 2027	**£1,250.-**



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Dates, venues and fees (continued)

Venue	Start date	End date	Fee (GBP)
Dubai Confirmed dates	16 Aug 2027	20 Aug 2027	**£3,150.-**
Online Confirmed dates	16 Aug 2027	20 Aug 2027	**£1,250.-**
Frankfurt Confirmed dates	6 Sept 2027	10 Sept 2027	**£2,650.-**
Online Confirmed dates	6 Sept 2027	10 Sept 2027	**£1,250.-**
Kuala Lumpur Confirmed dates	20 Sept 2027	24 Sept 2027	**£1,450.-**
Online Confirmed dates	20 Sept 2027	24 Sept 2027	**£1,250.-**
Vienna Confirmed dates	27 Sept 2027	1 Oct 2027	**£2,940.-**
Online Confirmed dates	27 Sept 2027	1 Oct 2027	**£1,250.-**
Paris Confirmed dates	4 Oct 2027	8 Oct 2027	**£2,860.-**



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Dates, venues and fees (continued)

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Online Confirmed dates	4 Oct 2027	8 Oct 2027	**£1,250.–**
Istanbul Confirmed dates	18 Oct 2027	22 Oct 2027	**£2,650.–**
Online Confirmed dates	18 Oct 2027	22 Oct 2027	**£1,250.–**
Amsterdam Confirmed dates	1 Nov 2027	5 Nov 2027	**£2,540.–**
Online Confirmed dates	1 Nov 2027	5 Nov 2027	**£1,250.–**
Singapore Confirmed dates	15 Nov 2027	19 Nov 2027	**£2,820.–**
Online Confirmed dates	15 Nov 2027	19 Nov 2027	**£1,250.–**
Rome Confirmed dates	29 Nov 2027	3 Dec 2027	**£2,450.–**
Online Confirmed dates	29 Nov 2027	3 Dec 2027	**£1,250.–**



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Dates, venues and fees (continued)

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London Confirmed dates	6 Dec 2027	10 Dec 2027	**£2,450.-**
Online Confirmed dates	6 Dec 2027	10 Dec 2027	**£1,250.-**
Dubai Confirmed dates	13 Dec 2027	17 Dec 2027	**£3,150.-**
Online Confirmed dates	13 Dec 2027	17 Dec 2027	**£1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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View the latest course details online