

SYNOPSIS

Title: HUMAN RESOURCE INFORMATION SYSTEM

ABSTRACT

Human resource information systems (HRIS) usage allows the human resource (HR) professional to become a strategic player. With both increasing functionality and affordability, HRIS are being used extensively in organizations of all sizes. Despite this, surprisingly little is known about the current usage, whether disparities exist between companies of different sizes, or about the impact HRIS has on the general professional standing of the HR professional. We developed and administered a survey and gave structured interviews to assess and compare the specific areas of use and to introduce a taxonomy that provides a framework for academic discussion and comparison. We further determined whether HRIS usage was strategic, a perceived value-add for the organization, and its impact on professional standing for HR professionals. These findings were compared to those for other professions that also use MIS. Our results showed that, on average, few differences exist between SME and large company usage. Moreover, we found that the professional standing of HR professionals has been enhanced by the specific use of HRIS for strategic partnering but that this is not as pronounced as that experienced by those from other professions.

INTRODUCTION

In modern business information system is very important part of the every organization. Information system can benefit business in many ways. It helps business in performing various functions, solving business problems and pursuing business opportunity.

Information systems that support various business functions like marketing, production, finance, human recourse, etc. shows the different information system and their interrelationship. Information systems are playing a strategic role in organization. Organization can adopt Information system in different ways: to automate the existing set-up, to re-engineer the obsolete set-up, and innovative the set-up.

Information system that support the sales & marketing function by facilitating the movement of goods and services from producers to customer point of sale (POS), telemarketing, sales force automation (SFA).

Information system should help the sales & marketing for product planning, pricing decision, devising advertisement & other promotional mix, forecasting market potential for new and existing products, & determining channels of distribution.

Information system should help the HR for recruitment, placement, training, performance, evolution, appraisal, compensation, and career

HRIS:

The Human Resource Information System (HRIS) is a software or online solution for the data entry, data tracking, and data information needs of the Human Resources, payroll, management, and accounting functions within a business. Normally packaged as a data base, hundreds of companies sell some form of HRIS and every HRIS has different capabilities. The HRIS package adopts the routine responsibilities and documentation associated with HR functions thus keeping the core focus of personnel ergonomics in the forefront, optimizing the department's efficiency and communicating all necessary information across the enterprise. The workflow and messaging takes care of approvals and escalations with certain overriding rules, to certain authorized persons, so that, work is not stalled for long periods of time. If employees are considered to be the most important asset of an organization, then the HRMS becomes the first priority for an organization. It helps minimize the transaction time for processing all employee-related functions which keep managers and HR staff occupied with routine issues enabling them to gain time to focus on their operational and strategic goals, improving the organization's top line, by partnering with the business.

Importance of HRIS in an Organization:

A HRIS is the lifeline of any HR department. The greater the sophistication and linkages in an HRIS, the more effective an organization's HR department becomes. In today's volatile market where time has become more important than money, an HRIS is the tool that addresses the requirement efficiently. It integrates almost all the modules of HR Dept, ranging from manpower planning, recruitment, employee relationship management and performance management to career planning and tracking, workplace communication and systems.

Moreover, an HRIS is a key repository of employee information and records. It enables the generation of various reports and accurate data that otherwise would have been time consuming and cumbersome. For Example, Data, such as the history of an employee, can be easily tracked using a HRIS. It also facilitates the formulation of policies, helps gauge the effectiveness of existing policies and recommends modifications.¹

¹ Referred from: www.Wikipedia.com/HRIS, [Accessed on 13/08/10].

HRIS in India:

Human resources outsourcing is becoming increasingly prevalent in India. The number of companies outsourcing HR activities continues to rise, and the scope of outsourced HR activities continues to expand. HR outsourcing can happen in HR functions, like payroll administration (producing checks, handling taxes, dealing with sick-time and vacations), employee benefits (Health, Medical, Life insurance, Cafeteria, etc), human resource management (hiring and firing, background interviews, exit interviews and wage reviews), risk management, etc. Outsourcing has become a common response to manage people and technology resources strategically, enhance services, and manage costs more effectively.

Market Size of HRIS in India:

The Market Share of HRIS in India stood at \$27 million in 2007 and is expected to grow at a steady pace when the market will touch \$165 million approximately in or around 2010.

CAGR is approximately 77%

The key trends of HRIS adoption among SMBs in India include a surge in awareness and interest about the benefits involved.

HRIS is the most suitable medium to reach the untapped SMB segment that cannot afford expensive applications earlier.

Future Expectations from the HRIS Industry

After analyzing the current scope of the HRIS industry, it can be very well forecasted that, in the current competitive era where companies have their presence in multiple geographic locations and working in distributed models, HRIS is going to play a very major role. It would play a crucial role in managing the huge resource database, financial details of the company, HR process implementation mapping, etc. As I did telecalling for Coca cola to various companies, I personally found out that still many small and mid-sized companies are managing such

information using Excel sheets but this trend would become obsolete as automation of various processes and alignment of those to the HRIS will be required.

NEED OF THE STUDY

Human Resources Information Systems (HRIS) is an integration of HRM and Information Systems (IS). HRIS or Human resource Information system helps HR managers perform HR functions in a more effective and systematic way using technology. It is the system used to acquire, store, manipulate, analyze, retrieve, and distribute pertinent information regarding an organization's human resources. A human resource information system (HRIS) is a system used to acquire, store, manipulate, analyze, retrieve, and distribute pertinent information about an organization's human resources. The HRIS system is usually a part of the organization's larger management information system (MIS) which would include accounting, production, and marketing functions, to name just a few. Human resource and line managers require good human resource information to facilitate decision-making. An extensive study by Towers Perrin study revealed the following benefits of employees

RESEARCH PROBLEM

- The general perception about HRIS is that the organization can do without its implantation. Hence only large companies have started using HRIS to complement its HR activities.
- But HRIS would be very critical for organizations in the near future. This is because of a number of reasons.
- Large amount of data and information to be processed.
- Project based work environment.
- Employee empowerment.
- Increase of knowledge workers & associated information.
- Learning organization

But trends are changing for the better as more and more organizations realize the importance of IT and technology. Major HRIS providers are concentrating on the small and middle range organizations as well as large organizations for their products. They are also coming up with very specific software modules, which would cater to any of their HR needs.

Objective of study

The objectives of this project report have been manifolds. In general the purpose of the project is to have in-depth analysis and knowledge (personal details) about all the employees of all the departments. In a larger perspective the project aimed at finding out the complete details of the employees, so that the HR department can contact them in the case of emergency or official purpose. This study is the starting point for further analysis.

- It is hoped that a more detailed study can use a survey instrument developed from the results found here. Understanding how to teach.
- HRIS is more important, as organizations require their employee's details for different purposes.
- If a given HRIS is to have any value at all to HR then information should be based on two factors:
 - How many decisions will be improved by the HRIS and
 - How much values will each improved decision produce.

Understanding these two factors is equivalent to any HRIS

SCOPE OF STUDY

Human Resource Information system is an integrated system designed to provide information used in HR decision making it is a tool through which an HR department can take the informations of the employees when company requires any personal or any official informations.

- Personnel Management and administration
- Industrial management
- Manpower management
- Organizational management
- Cordial employee relations.

HRIS is a new technique which is used in these different fields where HR can make there work more easy with the help of Human Resource information system they can collect the information by providing them a form of the same format which includes there company details and personal details also.

Research Methodology

PRIMERY DATA

In order to understand and achieve the objective of the project and to have an in depth knowledge about the chosen topic of interest it was important to gather the relevant data from various sources.

To accomplish the objective of project, data collected from secondary sources.

SECONDARY DATA COLLECTION

Secondary data are the data that are collected by others and is to be "re-used" by the researcher. The most common sources of secondary data today are books, research journals, internet etc. To accomplish the objective of this work, secondary sources of data collection were used.

To collect the data, questions were circulated on internet, on citehr.com a community of HR practioners and professionals. The purpose was to find the practical application, use and satisfaction derived by the organization from using these psychometric tools. The various sources from which secondary data was gathered included numbers of journals, research papers and the internet search engines, magazines etc.

CHAPTERISATION

Detailed/final Project Report will include the following chapters

CHAPTER –I

- Introduction
- Significance of the study
- Need of the study
- Objective and scope of study
- Methodology
- Limitations
- Scope

(Details of methodology used in studying and collecting the data and issue will be described)

CHAPTER –II

- Literature review
- Theoretical study

CHAPTER –III

- Industry & company profile

CHAPTER –IV

Analysis of the topic & Interpretation

(Descriptive work on the topic, this chapter will include analysis and interpretation of data tabulation and categorization)

CHAPTER –V

- Recommendation
- Bibliography
- Appendix

Bibliography

<http://en.wikipedia.org>

www.humanmetrics.com

www.google.com

www.alokind.com