

Scandinavian Academy
Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Integrated Financial and HR Systems: Budgeting, Planning, and Performance

Code	City	hotel	Start	End	price	Language - Hours
HT-914SA	Jeddah	Hotel Meeting Room	2027-04-11	2027-04-15	9950 SR	En - 25

Course Overview:

This training course aims to equip participants with modern concepts and practical skills in human resources management, budgeting, and performance planning. It emphasizes the integration of HR systems with strategic planning and the use of modern tools such as the Balanced Scorecard, Total Quality Management (TQM), and HR Information Systems (HRIS), enabling participants to align HR functions with organizational excellence.

General Objective:

To enable participants to acquire the latest knowledge and practical skills in HR planning, financial systems, and budget preparation using modern management tools and information technology.

Detailed Objectives:

By the end of the course, participants will be able to:

- Understand contemporary HR concepts in the context of modern work environments.
- Recognize the impact of modern managerial thinking on HR systems.
- Apply comprehensive budgeting to support effective HR planning.
- Differentiate between various types of budgets and their applications.
- Use the Balanced Scorecard as a tool to translate strategy into actionable plans.

- Build KPIs for key HR areas using modern performance measurement systems.
- Enhance HR planning skills including manpower planning and recruitment procedures.
- Apply TQM concepts in HR development and training processes.
- Identify and apply both traditional and modern methods of performance management.
- Design and utilize effective HR Information Systems (HRIS) integrated with technology.
- Prepare labor and training budgets using computer software and generate analytical reports.

Target Audience:

- HR managers, personnel affairs directors, and training specialists.
- Managers and heads of administrative development and human development departments.
- Staff working in HR planning and organizational development.
- Professionals and candidates seeking specialization in HR and budgeting systems.

Course Outline:

Module 1: Modern Concepts in Human Resource Management

- Introduction to Human Resource Management
- Strategic HR Management in the Age of Globalization
- Key Transformations Influencing HR Functions
- Effects of Modern Management Thinking on HR Systems
- Modern Approaches to HR as a Catalyst for Organizational Development
- Total Quality Management (TQM) in HR Training and Development

Module 2: HR Budgeting and Financial Planning

- Concept, Objectives, and Types of Budgets

- Role of Comprehensive Budgeting in Supporting HR Planning
- Budgeting as a Tool for Planning and Control
- Classification of Budgets Based On:
  - Time Period Covered
  - Area of Focus
  - Transaction Types
  - Accounting Units
  - Activity Level
- Labor and Training Budgeting Using Computer Applications
- Monitoring and Reporting Through Budget Software

Module 3: Performance Management & Balanced Scorecard (BSC)

- Introduction to the Balanced Scorecard
- BSC as a Strategic Tool for Turning Vision into Action
- Performance Measurement Framework and Strategic Alignment
- Financial Perspective and its Role in Budget Planning
- Why Organizations Need BSC?
- Workshop: Developing Performance Metrics for HR Functions

Module 4: Workforce Planning and HR Development

- Human Resource Planning and Workforce Forecasting
- Recruitment Processes:
  - Direct Hiring
  - Agent-Based Recruitment
- Modern Approaches to Continuous Performance Improvement
- System-Based Approach to HR Development
- Core Elements of TQM in HR Training Systems

Module 5: HR Information Systems (HRIS) and Digital Tools

- The Need for HRIS in Modern Organizations

- Key Phases in Designing and Implementing HRIS
- General Framework for Personnel Information Management
- Workshop:
    - Preparing Labor and Training Budgets Using HR Software
    - Generating Performance Reports and Decision-Support Outputs

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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