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### **A Study of E-HRM and its Dimensions**

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#### **Abstract:**

*In today's technological advancement, various new trends have emerged for strategic business practices. E-HRM is one of the new trends which helps to enhance the potentials of business world. E-HRM is a relatively new concept for the IT supported HRM, especially through the use of web technology. E-HRM technology is helpful to implement the HR strategies, policies & practices of an organization. The E-HRM technology supports the HR functions and procedure through web technology based channels. The main objective of the study is focused on various dimensions of E-HRM and to identify the opportunities and challenges provided by E-HRM system. It also highlights on the goals and working area of E-HRM. I conclude that the goal of E-HRM is mainly to improve HR's administrative efficiency and to achieve cost reduction for the benefit of organization, and it reduces administrative burden.*

#### **Introduction:**

When HR department uses Internet and other related technologies to support their activities the process is called E-HRM (e stand for electronic). E-HRM is the complete integration of all HR systems and processes based on common HR data and information and on interdependent tools and processes. Fully developed E-HRM can provide:

- Data gathering tools,
- Analysis capabilities, decision support resources for HR professionals to hire, pay, promote, terminate, assign, develop, appraise and reward employees.

#### **What is E-HRM?**

**"E-HRM** is the planning, implementation and application of information technology for both networking and supporting at least two individual or collective actors in their shared performing of HR activities."

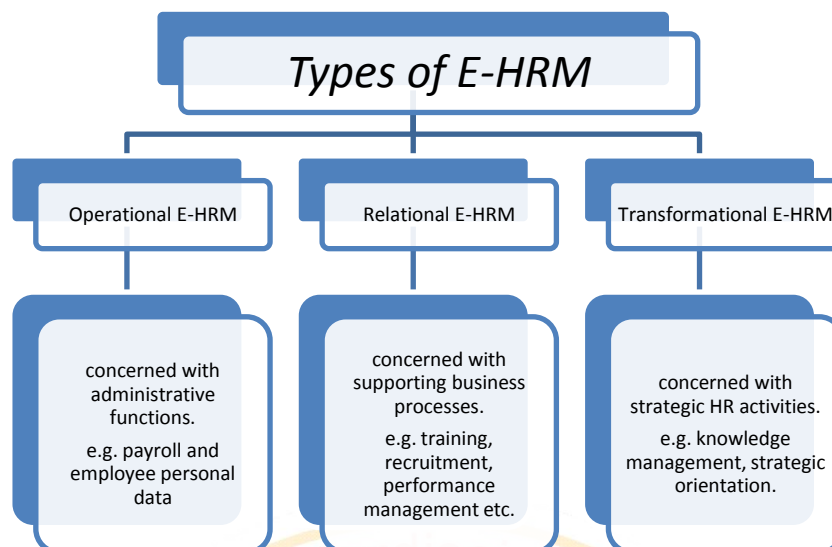
#### **E-business**

- E-business is about using the convenience, availability and worldwide reach to enhance existing business or creating new virtual business.
- Intranet- connectivity between the organization
- Extranet- connectivity between two intranet
- Internet- connectivity is world wide

#### **Software useful for e-HRM**

- ERP (Enterprise Resource Planning)
- Bio-red
- SAP (System Approach & Product)
- HR payroll system

### Types of e-HRM



### Objectives of the Study:

1. To study the Goals of E-HRM
2. To study Opportunities and Challenges of E-HRM
3. To study the various dimensions of E-HRM
4. To study the various working areas of E-HRM

### Research Methodology:

This study is based on conceptual research. The data collection has been gathered from secondary sources like-books, Journals and Website etc.

### Goals of E-HRM:

- To improve services to HR department clients (both employees and management)
- To improve efficiency and cost effectiveness within the HR department
- To allow HR to become a strategic partner in achieving organizational goals

### Opportunities and Challenges of E-HRM :

Opportunities of E-HRM	Challenges of E-HRM
<ul style="list-style-type: none"> <li>• Good for routine tasks</li> <li>• Improve record keeping and maintenance</li> <li>• Improves accuracy and reduces human bias</li> <li>• Maintains secrecy of staff in evaluation/feedback giving</li> <li>• Time &amp; recourses saver</li> <li>• Organization system supportive</li> <li>• Easy controlling approach</li> <li>• Advancement of technology</li> <li>• Standard provider</li> </ul>	<ul style="list-style-type: none"> <li>• High cost of implementation and maintenance</li> <li>• High cost of training and development before adopting e-HRM</li> <li>• Not much useful for small scale industries</li> <li>• Human relations may be replaced with just technical &amp; inorganic relations</li> <li>• Reduces the need for managers to interact with staff (i.e. less face-time and increased risk of 'losing touch' with staff)</li> <li>• Subject to corruption/hacking/data losses</li> </ul>

### **Various Dimensions of E-HRM**

In today's era, technological advancement helps for better functioning of Business organizations. E-HRM focusing on various new trends in the field of HRM and it becomes working areas for successful HRM practices.

### **E-Job Design & Job Analysis**

- Job design is an effective tool which is used in order to meet the needs of the employees & on the other to satisfy the interest of the organization.
- HR Manager's job under this environment is identifying the skill requirements of the company, identifying the employee skills and matching these two.
- HR Manager's do these activities through listing skills and competency mapping. The collected information is placed on the net.
- The system matches the listing skills & competency mapping and produces the output of identifying the employee suitable for a particular task or activity.

### **E-Recruitment & Selection**

The buzzword and the latest trends in recruitment is the "E-Recruitment". Also known as "Online recruitment", it is the use of technology or the web based tools to assist the recruitment process. The tool can be either a job website like naukri.com, the organization's corporate web site or its own intranet.

Many big and small organizations are using Internet as a source of recruitment. They advertise job vacancies through worldwide web. The job seekers send their applications or curriculum vitae (CV) through an e-mail using the Internet. Alternatively job seekers place their CV's in worldwide web, which can be drawn by prospective employees depending upon their requirements.

### **Kinds of E-Recruitment:**

- ✚ **Job portals** – i.e. posting the position with the job description and the job specification on the job portal and also searching for the suitable resumes posted on the site corresponding to the opening in the organization.
- ✚ **Online recruitment/application section-** Creating a complete online recruitment/application section in the company's own website. - Companies have added an application system to its website, where the 'passive' job seekers can submit their resumes into the database of the organization for consideration in future, as and when the roles become available.

### **Advantages of E-Recruitment**

- Lower costs to the organization.
- No intermediaries.
- Reduction in the time for recruitment (over 65 percent of the hiring time).
- Facilitates the recruitment of right type of people with the required skills.
- Improved efficiency of recruitment process.
- Gives a 24\*7 access to an online collection of resumes.
- Online recruitment helps the organizations to out the unqualified candidates in an automated way.
- Recruitment websites also provide valuable data and information regarding the compensation offered by the competitors etc. which helps the HR managers to take various HR decisions like promotions, salary trends in industry etc.



### **E-Selection**

E-selection has become popular with the conduct of various tests through online, contacting the candidates through e-mail and conducting the preliminary interviews and final interview through audio conferencing & video conferencing. Further, the employers get the reference letters/opinions from the referees through e-mail.

### **Advantages of E-selection**

- The candidate need not move from his place to take the written test, preliminary interview, provide additional information and final interview. Thus, it eliminates inconvenience, reduces costs and time required to conduct the selection process.
- It reduces the time required for other selection techniques.
- It reduces the overall cost of selection process.

### **E-Training & development**

Now-a-days, companies started providing online training and online executive development. Employees learn various skills by staying at the place of their work. Participants complete course work from wherever they have access to computer & internet.

The term e-learning covers a wide set of applications & processes including computer based training, web based learning, virtual classrooms and digital collaborations.

### **Advantages of e-training & development**

- E-training helps the employees specify corporate competencies and build up knowledge management strategies.
- The HR department gets the IT department to its side.
- Training material will be available more widely.

### **E-Performance management**

Performance appraisal and management plays an important role in the effective management of employees in every viable organization. E-Performance helps the organization retain and motivate top talent by gaining insight into top performers across the enterprise. The performance management effectively supports key executives and operational management by providing timely and relevant information from both within and outside the enterprise.

### **Benefits from e-Performance**

- An effective approach to identify staffs' potential
- Highlight areas for staff development and training
- Easier to complete and review than paper-based systems
- Maximize performance feedback at all management levels
- Ensure performance reviews are completed on time
- Differentiate between individual, departmental and corporate goals
- Ensures higher staff acceptance
- Easy for staff and managers to review previous performance reviews

### **E- Compensation management**

Almost all the organizations started using computers for- salary fixation, salary payment, and salary calculation of various allowances, fixation and calculation of various employee benefits, welfare measures and fringe benefits.

### **E- HR records**

Human resource records are created, maintained and updated with the help of computers easily and at a fast rate. HR Records can easily transfer with the help of computers and internet facilities.

### **Conclusion:**

E-HRM is innovative step towards paperless administration style. In order to achieve the demand of today's knowledge based economy, companies focusing on strategic human resource management. E-HRM concentrated on the improvement in business potentiality and productivity. This study highlighted on the various dimensions of E-HRM and focused on the opportunities and challenges offered by E-HRM aspect. E-HRM fulfilled the goals like improvement in HR services and it also enhances the efficiency and effectiveness within HR professionals by reducing administrative burdens. E-HRM allows HR to become a strategic partner in accomplishing organizational goals.

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