ROLE OF HRIS IN EDUCATIONAL ORGANIZATION

Author's name: AkanshaArya
Assistant Professor, Bansal Institute of engineering and technology, Lucknow
E-mail:akansha.arya2090@gmail.com

Abstract	*HRIS is also known as Human Resource Management System. This allows all HR activities throughHRIS software. As HR department maintained daily attendance report of employees, their payroll, fringe benefits, bonuses,etc. while the HRIS execute all these tasks electronically. But the main insight of this paper is to study the role of HRIS in educational organization. HRIS plays a very smart and dynamic role in professional courses and higher studies. The main aim of this paper is to aware people of HRIS in educational organizational as well as to aware of its benefits.*
Keywords	*HRIS, Educational Organisation.*

INTRODUCTION

HRIS integrates Human Resource with Information Technology. HR management often deals with cumbersome employee data that is difficult to manage. With the help of HRIS, the employee data can be stored in a software database that is well managed and easily accessible. This it is the improvement over the old method of dealing with employee data and helps in making strategic decisions.

HRIS can be advantageous in many terms. With the help of HRIS, high accuracy can be achieved in terms of data processing. Employees can update their data by logging into the system thus ensuring correctness of data at employee end and timesaving for HR. It also sets reminder for important deadlines such as appraisal cycle thus ensuring that the employee does not miss any important update and meet timelines. According to Kavanagh, Guental and Tannenbaum, "A hu man resource system (HRIS) is the system accustomed to acquire, store, manipulate, analyse, ret rieve, associated distribute per tenant data concerning an Organization's human resources."

Thus, the HRISmay be asystem designedto producedataneeded for the effective management ofa company. Inother words, "the HRISmay be a systematic procedure forassortment, storing, maintaining, retrieving and collateral the information and knowledge required by a company re garding its human resources, personnel activities and structureunit characteristics."

WHY HRIS?

Entire management activity cycle revolves around human resources. The human issue enjoys position of position amongst all the factors of production. The knowledge resource justifiably e mployed by and for this dynamic issue of production will enhance his potency and effectiveness. Individuals through HRIS will facilitate business to enhance its operations, promote innovations, increase gain and productivity and maximize satisfaction of its workers. It helps in developing and maintaining the integrated work culture and atmosphere. HRIS supports the strategic, military science and operational use of the human resource of a company. To require Associate in Nursing illustration, work force designing and labor force trailing area unit many a times, thought of as strategic choices of staffing. The labor analysis, budgeting and turnover analysis area unit military science by nature; and recruiting, work force designing and programming area unit the operational choices of staffing space. No organization works while not data. Therefore, each organization has some kind of data system, regardless of in what type and form. This method is also fragmented in division or sectional segments. More often, these sub - systems area unit non-integrated and inefficient. Once these peace-meals of knowledge area unit created coherent and coordinated, they will bring rattling results. Same is that the case with the

knowledge management of HRD department. This unification effort can give one place for knowledge input and one supply for knowledge output and coverage. It'll result into monumental savings of time, efforts, energy and cash.

TYPES of HRIS

There are lots of confusion about types of HRIS.As HCM (Human capital Human resource management system),Talent management System, Applicant Tracking system, SHRM (Strategic Human resource management system). There are various terms used to maintain and track the record of employees. HRIS included all activities that are related with employees. HRIS is intersection between HR and IT.
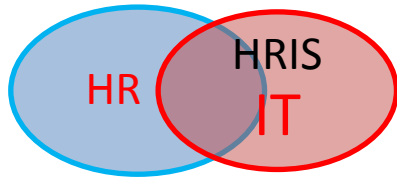
Similarly, HRIS included all related functionsasHCM (Human capital Human resource management system), Talent management System, Applicant Tracking system, SHRM (Strategic Human resource management system).HR department is telling that how people are coordinated with the organization and related with policies of the organization. HR department is responsible for lots of activities as recruitment, record keeping, training and development, performance appraisal, rewards and other benefits. It also plays very important role to make the coordination between organizational and governmental laws.HRIS refers to the Human Resource Information System. This is the intersection of HR and IT. When HR department merges with Information Technology then new term arises known as HRIS. By the merging of IT traditional HR is converted into modern HRIS. IT provides programming of data and Enterprise Resource Planning (ERP) to the HR department and makes an electronic software HRIS.
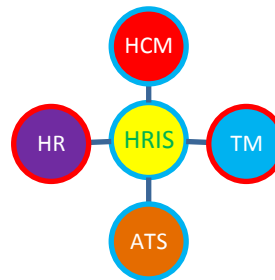
HR= Human resource
HCM=Human capital management
TM= Talent Management
ATS= Applicant Tracking system

FUNCTION OF HR

- Recruitment is the process to resourcing of employees by advertising and hiring the people for that specific job. Recruitment involves analyzing, advertising, screening and selection of people. There are many approaches for selection and outsourcing of people as Social Media, Internet, employment agencies etc. HR has very big responsibility for providing the benefits of employees, and providing training and development also. HR has very important responsibility to make the proper balance and coordination between the Labor Law and organizational rule and regulations.

FUNCTION OF HCM

Human capital management is a compilation of some specific task. HCM fulfills the specific needs via workforce acquisition, workforce**management** and workforce optimization.

Talent Management Right people for right job

FUNCTION OF TALENT MANAGEMENT

Talent management is very crucial task for HR employees. They searches and screened the right people for right job. It acts like division of labour

Applicant Tracking Systemautomate the recruitment process by tracking from one data base

FUNCTION OF APPLICANT TRACKING SYSTEM

The function of Applicant tracking system is to track   the record of employees electronically from one data base.ATS is a smart software that fulfills the all needs of the organization electronically. Some times this software acts as filter and automatically filters the applications of applicant with keywords and skills

EVOLUTION OF HRIS

Stage-I	Emergence of Personnel Management
Stage-II	Implementation of Personnel Management
Stage-III	Emergence of HRM
Stage-IV	Emerging HRIS
Stage-V	Emergence of SHRIS

IMPORTANCE AND ROLE OF HRIS IN EDUCATIONAL ORGANIZATION

HRIS eradicates data doubling due to all data in one software. It reduces all human error. It makes work very simpler in comparison to manually. HRIS acts as a single shopping system and unify all data at one place. It is very cost effective and saves time.

Role of HRIS in educational organization acts like a boon for employees and management both. It provides two types of benefits as-

1. For Organization
2. For Employees

1. For Organization-

- Record keeping electronically
- Maintain Pay roll easily
- Daily presence and absentees
- Calculating bonus and other benefits easily

2. For Employees

- Feel relaxed due to transparency
- No chances of deception

ADVANTAGES

The foremost importance of HRIS is that it acts like One Stop Shopping as one time data entry is sufficient for every functions. It provides Self-service and Accuracy of data, which makes more smart HR personnel. By the use of HRIS all the HR related department becomes smarter and by this way saves time and cost.

DISADVANTAGES

Expansion, security and computer savvy staffing is the very important drawback of HRIS. All educational organization have not the capacity for running the HRIS software as well as they

have not the proper IT and computer knowing persons.

LITERATURE REVIEW

*Nicholas Aston Beadles II& Christopher M.Lowery (2005),"*The effect of Human Resource Information Systems: An Exploratory Study in the Public Sector "Right now demonstrated that HRIS diminishes cost, improves interchanges and diminishes in time spent on unremarkable exercises ought to make a domain where in the Human Resource (HR) division would assume an increasingly vital job in the association. The thought has been that HRIS would consider the HR capacity to turn out to be increasingly effective and to give better data to dynamic

*Kristine Dery,David Grant and SharnaWiblen(2006),"*Human Resource information Systems(HRIS):Replacing OR Enhancing", during this article writer found that the usage and utilization of HRIS is being prevented by 3 principle challenges :keeping up structure consideration, tending to the complexities identified with people the board and overseeing client acknowledgment of the alteration identified with the framework. This test shows that the texture, useful attributes of advances like HRIS are entangled and make them intense to present and work.

Harekrishna Mishra (2006) "Job of Human Resource in information Technology arrangement in associations: A measurement based for the most part Strategic Assessment Framework" during this paper creator illustrated various measurements to pass judgment on arrangement of associations business exercises with HRIS. Information innovation (IT) is increasingly transforming into an imperative issue and basic to help business forms in associations. IT acquisitions are very beneficial in supporting exchanges and in helping coordination component gave the structure assets and business forms are appropriately lined up with the IT. Nonetheless, a few IT procurement comes come up short due to inappropriate arrangement of the business technique with IT. Job of human asset (HR) is kind of critical to such arrangement strategy. It's essential that deed associations show hour capacity to help arrangement strategy especially inside the pre-obtaining stage to constrict the post procurement stuns.

OBJECTIVE OF THE STUDY
- To know about HRIS
- To explore the role of HRIS in educational organization
- To analyses qualitatively that how HRIS is more effective than manually
- To describe the effectiveness and efficiency of HRIS in Educational Organization.

RESEARCH METHODOLOGY
Data collection process is completed via secondary method i. e. research journals, research articles, internet blogs, textbooks, company periodicals and websites.

LIMITATIONS OF THE STUDY
HRIS faces some limitations as it is not suitable for small educational organizations. HRIS needs computer savvy persons and ITians also for proper operation of software. The another major and important limitation is cost.

CONCLUSIONS
HRIS can acts an important role in professional educational organizational. Presently we live in ITians era, and then we are not properly implementing the role of HRIS in education system.

ORIGINAL ARTICLE

The crux and conclusion of this paper that the realization of HRIS is very effective & efficient than traditional method. HRIS acts like a pivot role in modern education system. It provides important and recent information about new innovations and establishes the rapport between employees and organization.

REFERENCES

- *https://www.hrmssolutions.com/*
- *https://www.hrmssolutions.com/resources/blog/types-of-hris-systems/*
- *https://examupdates.in/human-resource-information-system/*
- *https://shodhganga.inflibnet.ac.in/bitstream/10603/136519/11/11_chapter%202.pdf*
- *K.P.Tripathi ,"Role of MIS in Human Resource", International Journal of Computer Science and Technology,Vol.2 ,issue 1,2011*