E-HRM: A New Concept for Digital Age

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ABSTRACT:

Electronic aspect is embodied in all the areas of HRM where there is transmission of information from one employee to another employee and from one client to other both internally and in the processed form are highly essentials in most of the functions and activities of HRM. Now, we shall discuss each of the important aspects of E-HRM.Information technology is changing the way HR departments handle record keeping and information sharing. It decreases the paperwork substantially and allows easy access to voluminous data. The employee can also keep track of his/her achievements without having to go through litigious procedures. It uses intranet or other web technology channels. It can also be used for implementation of different HR strategies. The processing and transmission of digitalized HR information is called electronic human resourcemanagement (e-HRM). E-HRM is the application of IT for HR practices which enables easy interactions within employee and employers. It stores information regarding payroll, employee personal data, performance management, training, recruitment and strategicorientation. The authorization of different HR functions can be distributed through E-HRM. Competitive business environments have compelled the organizations to think speedily to innovate and excel for their survival.

KEYWORD: E-HRM, Information Technology, HR Departments, Selection, Training and Development.

INTRODUCTION:

Today Human Resource Management has come up more as technology oriented profession. The current studies done in this field shows that those organizations which can successfully implement and accept the HR technology tools, can definitely surpass the other organizations, in terms of their efficiency, brand name and reputations which are not using these IT enabled recent techniques. This leads to not only the transformation of the HR

Practices but also increase the speed, efficiency and accuracy of the functions across the organizations.

This transformation of HR service delivery can be named as "e-HR,". Human Resource processes in the organizations are currently focusing on technology–oriented processes, reason being, it will help to streamline the processes and henceforth reduce the paperwork. Other reasons include the reduction of the Compliance and Administrative costs and therefore increase the accessibility of data to the employees and managers. The technological orientation helps HR to create more impact by playing a crucial role in the business. The change in Information Technology is faster than any other processes in the organization. One of the major hurdles which the HR department needs to crossis the changing technological environment. The IT possibilities for HRM are endless; in principle all HR processes can be supported by IT. With computer hardware, software and databases, organization can keep records and information better as well as retrieve them with greater ease. E-HRM is the relatively new term for this IT supported HRM, especially through the use of web technology. E-HRM is the new field of technology that is widely spreading in organizations around the world. It aims at transforming the HR functions intoone that is paperless, more flexible and resource efficient.

OBJECTIVES OF THE STUDY:
1. To study the Objective and Scope of E-Human Resource Management.
2. To study in theTypes of E-Human Resource Management.
3. To study the Functions of E-Human Resource Management.
4. To study the advantages and disadvantages of E-Human resource management.

METHODOLOGY
The study is secondary in nature.For the thorough study of challenges, recent trends etc., and the researcher has done literature study from Secondary data collected from various books, National & international Journals, publications, booksand various websitesfrom the internet.

OBJECTIVES OF E-HRM
- To offer an adequate, comprehensive and on-going information system about people and jobs at a reasonable cost
- To provide support for future planning and also for policy formulations
- To facilitate monitoring of human resources demand and supply imbalance
- To enable faster response to employee related services and faster HR related decisions
- To automate employee related information
- To offer data security and personal privacy.

SCOPE OF E-HRM
- A decisive step towards a paperless office;
- A higher internal profile for HR leading to better work culture.
- More transparency in the system.
- Adaptability to any client and facilitating management;
- Integral support for the management of human resources and all other basic and Support processes within the company;

> ➢ A more dynamic workflow in the business process, productivity and employee satisfaction.

Role of E-HRM in Organizational Effectiveness

1. E-HRM is helpful in building a higher internal profile for the HR Department leading to better work culture.
2. E-HRM provides more transparency in the system.
3. E-HRM is seen as offering the potential to improve services to HR department clients (both employees and management)
4. It improves efficiency and cost effectiveness within the HR department, and allows HR to become a strategic partner in achieving organizational goals.
5. It provides the platform of adaptability to any client and facilitating management.
6. E-HRM is an integral support system for the management of human resources and all other basic and support processes within the company.
7. It helps in creating more dynamic workflow in the business process, productivity and employee satisfaction.
8. E-HRM also has relational impacts for a business; enabling a company's employees and managers with the ability to access HR information and increase the connectivity of all parts of the company and outside organizations. This connectivity allows for communication on a geographic level to share information and create virtual teams.
9. And finally e-HRM creates standardization, and with standardized procedures this can ensure that an organization remains compliant with HR requirements, thus also ensuring more precise decision-making.

TYPES OF E-HRM

There are three types of E-HRM. These are described respectively as operationalHRM, relational HRM and transformational HRM.

- **OPERATIONAL HRM:** e-HRM is concerned with administrative function like payroll, employee personal data, etc.

- **RELATIONAL HRM:** e-HRM is concerned with supportive business process by the means of training, recruitment, performance management, and so forth.

- **TRANSFORMATIONAL HRM:** e-HRM is concerned with strategic HR activities such as knowledge management, strategic re-orientation, etc.

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E-HRM FUNCTIONS

E-Employee Profile: The E-Employee Profile web application provides a central point of access to the employee contact information and provides a comprehensive employee database solution, simplifying HR management and team building by providing an employee skills, organizationchart and even pictures. E-Employee profile maintenance lies with the individual employee, the manager and the database manager.

E-Recruitment

Organizations first started using computers as a recruiting tool by advertising jobs on a bulletin board service from which prospective applicants would contact employers. Then some companies began to take e-applications. Today the internet has become a primary means for employers to search for job candidates and for applicants to look for job. As many as 100,000 recruiting web sites are available to employers and job candidates and which to post jobs and review resumes of various types. But the explosive growth of internet recruiting also means the HR professionals can be overwhelmed by the breadth and scope of internet recruiting.

E-Recruiting Methods: Job boards, Professional/Career, websites, Employer Websites

E-Selection

Most employers seem to be embracing Internet recruitment with enthusiasm, the penetration ofon-lineassessment tools such as personality assessments or ability tests, has so far been limited. A survey has shown that although more than half respondents organizations already use either psychometric or other assessment during the recruitment process, only few of these companies use on-line assessments prior to interview. Fewer still include a core fit questionnaire in the recruitment pages of their websites.

E-Learning

E-Learning refers to any programmedof learning, training or education where electronic devices, applications and processes are used for knowledge creation, management and transfer. E-Learning is a term covering a wide-set of applications and processes, such asweb-based learning, computer-based learning, virtualclass room, and digital collaboration. It includes the delivery of content via Internet, intranet/extranet (LAN/WAN), audio-and videotape, satellite broadcast, interactive TV,CD –Rom, and more. Training program provides.

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E-Trainingand Development

Most companies start to think of online learning primarily as a more efficient way to distribute training inside the organization, making it available "any time", "anywhere" reducing direct costs (instructors, printed materials, training facilities), and indirect costs (travel time, lodging and travel expenses, workforce downtimes). Attracted by these significant and measurable advantages, companies start to look for ways to make the most of their existing core training available online, and to manage and measure the utilization of the new capabilities.

E-Performance Management System

A web-based appraisal system can be defined as the system which uses the web (intranet and internet) to effectively evaluate the skills, knowledge and the performance of the employees.

E-Compensation Management

All companies whether small or large must engage in compensation planning. Compensation planning is the process of ensuring that managers allocate salary increases equitably across the organization while staying within budget guidelines. As organizations have started expanding their boundaries, usage of intranet and internet has become vital. The usage of intranet and internet for compensation planning is called E-Compensation Management.

E-Records

Human resource records are created, maintained and updated with the help of computers easily and at a fast rate. Human resource records, either partially and fully, can be shifted or transferred from the branch/regional office to head office or from one department to another department through intranet/internet.

E-Information

Human resource information is generated, maintained, processed and transmitted to the appropriate places or clients with the help of software with high speed and accuracy. In fact, this function of HRM is done completely, more accurately and perfectly with the help of computers, internet and intranet.

E-Audit

The standard human resource practices or the desired human resource practices are fed into the computer. The data and information regarding the actual practices are also fed into the computer, the software automatically completes the human resource audit and produces the audit report. The human resource manager then can modify the report by deleting or adding any comments.

The Advantages of e –HRM

1. E-HRM has the potential to influence both efficiency and effectiveness.
2. Effectiveness can be affected by improving the competence of both managers and employees to make better, quicker decisions.
3. A higher internal profile for HR leading to better work culture and a more forceful workflow in the business process, productivity and employee Satisfaction.

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4. It leads to a more transparent system and considerable reduction of administrative burden.
5. Provides Integral support for the management of human resources and all other basic and support processes within the company.
6.E-HRM can save costs while maintaining the quality of data, decentralization of HR tasks and standardization.

The Disadvantages of e –HRM
1. Not apt for employees who need personal support, reduces face to face interaction between the management and the employees and risk to losing data to hackers.

Challenges in Implanting E-HRM in the Organisations
- ➢ Cost Implications
- ➢ Data Entry Errors
- ➢ Improper use due to rigid mindsets
- ➢ Threat to HR Itself
- ➢ Aligning the e-HRM system with the business requirements
- ➢ Security of the information generated
- ➢ Training the users a crucial issue

CONCLUSION
E-HRMis a web-basedtool to automate and support HR processes. The implementation of e-HRM is an opportunity to delegate the data entry to the employee. E-HRM facilitates the usages of HR marketplace and offers more self-service to the employees. e –HRM (Electronic Human Resource Management) is advance business solution which provides a complete on-line support in the management of all processes, activities, data and information required to manage human resources in a modern company. It is an efficient, reliable and easy – to use tool, accessible to a broad group of different users. With the various advantages and little disadvantages it can be recommended that all the organizations use E-HRM technology, that promises to provide a useful, efficient and Increased performance through this e-HRM technology in spite of all barriers it has to face. E-HRM is a way of implementing HR strategies, policies and practices in organizations through a conscious and directed support of and/or with the full use of web-technology-based channels. It covers all aspects of human resource management like personnel administration, education and training, career development, corporate organization, job descriptions, hiring process, employee's personal pages, and annual interviews with employees. Therefore e-HRM is way of doing HRM.

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