10 Reasons Why HR reporting and Analytics Are Useful

Reporting is often an overlooked aspect of Hiring and Recruitment processes, but it is vital to the company too. The numbers don't lie, that's why HR reporting and analytics is an important HR role. With all the data and the analysis done, HR planning can be done with efficiency and accuracy. Through it, a lot of positive and negative outcomes can be predicted, and it gives the management insight as to how the workplace is doing in terms of performance.

What is HR Analytics and HR Reporting?

Companies need a way to find out whether their business is doing well or not. HR analytics are metrics and standards implemented by the management of a company to analyze everything that involves the employees, from their performance review to their engagement to the company's cause. The role of HR analytics is to collect data to see if the company's methods are working great or in need of improvement, to check the trends, and act on it accordingly. On the other hand, HR reporting involves the presentation of various kinds of data and results produced by the many operations of the HR department. Common types of HR reports include budget analysis, rate of employee turnovers, hiring tips and strategies, recruitment details, etc. HR reports show the results of what the company is currently practicing and what helps them decide if a change needs to be made in how they operate.

Reporting vs. Analytics

HR analytics is a company's way of measuring whether its strategies are successful or not. They are typically used to analyze feedback, then translate it into numbers and graphs to understand the results. In contrast, HR reports are a record of what is ongoing in the company. Things from employee management plans to the rate of employee engagement are examples. These reports are usually the ones HR has to analyze so that they can check analytics to see if they've met the metrics set up by the company. The key difference between the two is that HR analytics is a tool, while HR reports are the input or output.

Why Do You Need HR Reporting and HR Analytics?

HR reporting and analytics allow you to check your company's performance, whether the results have met the standards you have set. Here are ten reasons explaining why they are so important.

Measure Performance

With HR analytics, you will be able to have a measurement, to know whether you have met a certain threshold in your performance at work. With your HR reports, you will be able to determine if your return has made the cut. Knowing this, you can see if you need to improve your company's performance or if everything is up to your standards.

HR Monitoring

It is the act of monitoring the workforce of the company. Using HR analytics and reports is also an effective way of tracking the performance of the company staff. Considering that the reports include their metrics, their [KPIs](#) along with any survey and evaluations involving their work, you will be able to use HR analytics to see if their performance is up to the company's standards.

Managing Information

Through the organizing that is required to create an HR report and in using HR analytics, which in itself enables you to manage your information effectively and efficiently. Using tools that are at the same level as the applicant tracking system will allow you to put every information you have in order, without having to do it manually.

Predict Future Requirements

One other benefit of this is that you can predict where your company will end up based on the trends and results gathered from your HR reports and analytics. You will be able to discern what kind of requirements you will need for your company, and any flaw or improvement can be detected so that you will be able to act on it accordingly.

Track Problem Areas

With the help of HR reporting along with HR analytics, you will be able to determine what areas of improvement are present within the company. For example, suppose a quick look at the [HR dashboard](#) shows low employee satisfaction as a problem, then you have a heads up now and may utilize employee relations techniques to take care of the issue.

Better Hiring Decision

Through your reports and analysis, you will also be able to discover what kind of employees are suited to your company. The findings provided by the HR report and

analytics will show you the performance of your current workforce and thus give you a clear idea of what to look for in applicants now.

Measure Employee Turnover

Figuring out the rate of employee turnover is always an important thing to do for your company. Since employee resignations and terminations are one of the many types of HR reports, you can determine the rate of employee turnover in your company. With the findings you get, you will be able to see how much of an urgent issue this is and act accordingly to reduce this rate.

Increase Productivity

Looking through the analysis done on the reports from HR can enable the management to come up with ways to improve their practices in the workplace. All they need to do is to look at what employee behavior needs to be improved, continued, or stopped. That way, they will be able to increase the rate of productivity in the office moving forward.

Improve Communication

Since communication is a widespread occurrence in the office, from business calls to meetings, it is just as important to measure them and see if it is effective in meeting the company standards as well. Through HR analytics and reports, you will be able to improve the communication skills of your employees. Look through the results you have and see what went wrong the first time.

Task Automation

It refers to the tools and systems used by the HR department to minimize the workload of the team. Since a lot of the data and reports done by HR are analyzed these days digitally, this allows the team to deliver results more quickly and efficiently.

With how useful HR reporting and analytics are, you'd be able to monitor how well your company is doing. And with the many applications it has you can cover any potential weak spots in your company and make sure that you are at the top of your game when it comes to managing your business.