**Video Title:** What Is an HRIS? | AIHR Learning Bite

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**Run Time:** 3:44

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The HRIS is described on pages 336-337 of the textbook. In this informative video, the presenter explains what a HRIS is, and how it can boost organizational performance. Managing today’s talent is about much more than recruiting and candidate experience alone. It entails everything from finding and attracting the right people to developing, motivating and, perhaps most importantly, retaining them. HRIS stands for Human Resources Information System, and is the most used software in HR. Specifically, the HRIS is used to collect and store data on employees. In most cases, an HRIS encompasses the basic functionalities needed for end-to-end Human Resources Management: it has a system for recruitment, performance management, learning and development, and more. The HRIS is often cloud-based, meaning that it exists off the company premises. For an HRIS to be worthwhile and cost effective, the organization should have a minimum of 30 to 50 employees.

Using an HRIS has a number of very clear benefits. The HRIS is excellent for employee recording keeping. All essential data about employees are stored in one place. The data include company-related documents, such as employee handbooks, accident prevention, and those dealing with emergencies such as a fire or forced evacuation of the building. It also helps HR professionals be compliant with HR regulations. An important example is that the HRIS contains citizen identification information that is necessary for tax purposes. The HRIS is also used for data reporting and conducting data analytics. The employee self-service offered by an HRIS contributes to a positive employee experience. Not every HRIS has all of these features.

*Questions for Thought and Discussion*

1. Before the development of the HRIS, where was employee information stored?

2. Give two examples of information that might be accessed in an employee self-service component of the HRIS.

3. If the organization’s HRIS includes self-service, should employees still have an opportunity to speak with an HR representative?

4. Should employees have the right to challenge information about them in the HRIS, similar to challenging information in a credit report?

5. The HRIS is almost always developed by IT professionals, so why not house the HRIS in the IT department?