

## Electronic Human Resource Management (e-HRM) Practices in Present Scenario

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### Abstract

Human Resources Management (HRM) is a crucial part of every organization as it deals with a vital resource: human capital. In the past 10 years, HRM has been going through a transformation adopting technological tools to improve its performance. Therefore, moving towards the electronic world is a predictable phenomenon. This paper also explores difference in use pattern of (Electronic Human Resource Management) e-HRM tools in context to private vis-a-vis public. It also identifies whether the application of e-HRM tools is same or different for select Indian organizations. E-HRM is the new field of technology that is widely spreading in organizations around the world. It aims at transforming the HR functions into one that is paperless, more flexible and resource efficient.

**Keywords:** E-Human Resource Management, E-Compensation management, Information Technology, HR Department

### Introduction

Now days, technology is an intrinsic part of our daily lives. People have been make simpler routine tasks and problems with the use of PCs and the Internet. It has speed up some processes and increased the effectiveness of performed tasks. In modern business, information technology (IT) tools are fundamental to understand processes in a faster and more competent way. Worldwide competition is demanding and organizations have to use creative ideas to stay in competition. All units in a company play a fundamental role for success, but we believe that there is one of special significance: Human Resources Management (HRM). The HR department is considered as the most important part in all business organizations as it concerns greatly with intellectual skills, required abilities and work-related experiences of employees in the organization. A large number of technologies have been applied to facilitate the management of human resources. The Electronic Human Resource Management (E-HRM) plays a vital role in HRM.

E-HRM is the application of IT for both networking and supporting at least two individual or collective actors in their shared performing of Human Resource activities. E-HRM is in essence the devolution of HR functions to management and employees. They access these functions typically via intranet or other web-technology channels. The empowerment of managers and employees to perform certain chosen Human Resource functions relieves the HR department of these tasks, allowing HR staff to focus less on the operational and more on the strategic elements of HR, and allowing organizations to lower HR department staffing levels as the administrative burden is lightened. It is anticipated that, as E-HRM develops and becomes more entrenched in business culture, these changes will become more apparent, but they have yet to be manifested to a significant degree.

### Meaning of E-HRM

E-HRM is the use of web-based technologies to provide HRM services within employing organizations. It

embraces e-recruitment and e-learning, the first fields of HRM to make wide use of web-based technology. From this base e-HRM has expanded to embrace the delivery of virtually all Human Resource policies. The empowerment of managers and employees to perform certain chosen HR functions relieves the HR department of these tasks, allowing HR staff to focus less on the operational and more on the strategic elements of HR, and allowing organizations to lower HR department staffing levels as the administrative burden is lightened. Within a system of e-HRM, it is possible for line managers to use desktop computers to arrange and conduct appraisals, plan training and development, evaluate labor costs, and examine indicators for turnover and absenteeism. Employees can also use a system of e-HRM to plan their personal development, apply for promotion and new jobs, and access a range of information on HR policy. Systems of e-HRM are increasingly supported by dedicated software produced by private suppliers.

According to Kettley P and Reilly P (2003), a Computerized Human Resource Information System (CHRIS) consists of “a fully integrated, organization-wide network of HR related data, information, services, databases, tools and transactions.” Such a system can be described as e-HR, meaning the application of conventional, web and voice technologies to improve the HR administration, transactions and process performance.

Mary Gowan has defined Electronic Human Resource Management System (E-HRM System) as a web-based solution that takes advantage of the latest web application technology to deliver an online real-time human resource management solution. It is comprehensive but easy to use, feature-rich yet flexible enough to be tailored to your specific needs.

### **Objectives of the Study**

To study different significant tools of E-HRM for managing human resources.

To study the benefits of Electronic Human Resource Management in organizations.

**E-HRM Tools-** The e-HRM is considered as one of the key factors that every organization needs to focus. Everything will be performed via electronic solutions and, as a result, it can help an organization to move forward quickly.

**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, organization chart and even pictures. E-Employee profile maintenance lies with the individual employee, the manager and the database manager.

**E-Recruitment:** One of very important components of relational e-HRM is e-recruitment. An online job application starts with downloading of an online application form with regard to the preferred position and qualifications required for the job. Internet in these days becomes a primary means for employers to search for job candidates and for applicants to look for job. This is why online recruitment has become more and more popular in the last decade, and nowadays, most companies use it as the first stage tool in their recruitment process.

**E-Selection:** E-selection includes such activities like web based testing, face to face interaction and

interviewing and job offering. The purpose of e-selection is mainly to achieve cost reduction, maximum utilization of human capital and sustainability. 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.

**E-learning/ Training:** An additional component of relational e-HRM is e-learning or e-training. This process is being implemented in companies since it does not have the limitations of traditional training, such as time and location. The fast development of telecommunications has made e-learning possible and advantageous. E-learning is also less expensive than traditional training because companies do not have to book training rooms, pay for travel costs and trainers.

**E-Performance Management System:** A web-based appraisal system can be defined as the system which uses the web to effectively evaluate the skills, knowledge and the performance of the employees. The penetration rate of computer-mediated communication, mainly e-mail, is higher than 75 percent in corporate environments and e-mail has emerged as the communication medium of choice.

**E-Compensation:** E-compensation represents a web-enabled approach to an array of compensation tools that enables an organization to collect, store, manipulate, evaluate, utilize and distribute compensation data and information. All companies whether small or large must engage in compensation planning. The usage of intranet and internet for compensation planning is called E-Compensation Management (ECM). The usage of intranet and internet for compensation planning is called ECM which reduces the money.

### **Benefits of E-HRM in Organizations**

E-HRM system has the potential to influence both efficiency and usefulness in organizations. Efficiency can be attained by reducing the time duration for that previously consumed on paper work, increasing data precision, and reducing excess human resource. The following are the key benefits of using E-HRM in organizations---

E-HRM has the potential to influence both efficiency and usefulness.

Quick and sound insight into reporting and analysis.

A higher internal profile for HR leading to better work culture.

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

Provides Integral support for the management of human resources and all other basic and support processes within the company.

Makes the work to get over fast.

E-HRM can save costs while maintaining the quality of data.

Essential functions of HRM such as recruitment, selection, training, and development could be carried out using web based technologies.

It helps HR department to get a profile of the employees and current news of the concerned sector.

Connectivity with the client's existing information system (payroll accounting, ERP, attendance registration, document systems... gradual implementation.

It helps the organization to recruit employee through website.

The automation of routine HR tasks and replacing “filing cabinets”.

## Conclusion

Electronic Human Resource Management (E-HRM) is a web-based tool 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 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. 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, job descriptions, hiring process, and annual interviews with employees. Therefore e-HRM is way of doing HRM.

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