PROGRAM SYLLABUS

Artificial Intelligence for HR

Online Certification Program

AIHR | ACADEMY TO INNOVATE HR

An overview

of what you can expect from this program

Maximize HR impact with AI

Artificial intelligence in HR is disrupting traditional practices. In-demand HR professionals have the skills to use AI in HR, enhancing work in new ways in less time. This online Artificial Intelligence in HR certificate program equips you with future-ready AI skills to level up your career. Streamline workflows, advance decision-making, improve the quality of your work, and make more time for strategic projects that impact business success.

From understanding the fundamentals of AI to crafting effective prompts that unlock its potential, you'll gain a comprehensive understanding of how to integrate AI into every facet of HR. Explore real-world applications, develop strategic frameworks, and become a leader in the AI-driven HR revolution. Prepare to elevate your HR expertise and position yourself at the forefront of this transformative shift.

	Type	Online self-paced learning
	Language	English (including subtitles)
	Duration	32.5 hours
	Access	12 months
	Structure	6 courses + capstone project / 17 modules
	Testing	Quizzes, assignments, capstone project
	Digital certificate upon completion (including LI token)	
	Reading materials & bonus content	
	30-day money back guarantee	

Learn in-demand skills

and take your career to the next level

Learning objectives

Artificial Intelligence Basics

Understand the fundamentals of using AI efficiently, safely, and securely.

Prompt Design for HR

Master writing AI prompts that get the most effective results and have the biggest impact.

Artificial Intelligence in Practice

Learn the practical applications for AI across different HR domains and technologies.

Artificial Intelligence Strategy

Prepare your organization for emerging technologies with innovative adoption strategies.

The perfect fit for

This online training is for HR professionals who want to supercharge productivity and future-proof their career with in-demand AI expertise. You will learn the practical skills to effectively integrate AI into your HR processes, from talent acquisition to talent management and beyond. You will develop the strategic thinking needed to implement AI initiatives and gain a competitive edge in the rapidly evolving world of HR.

Curriculum structure

Practical. Comprehensive. Game changing.

3 MODULES

Getting Started with AI for HR

3 MODULES

Mastering Prompt Design for HR

6 MODULES

Using Gen AI in HR

2 MODULES

Building AI Agents for HR

2 MODULES

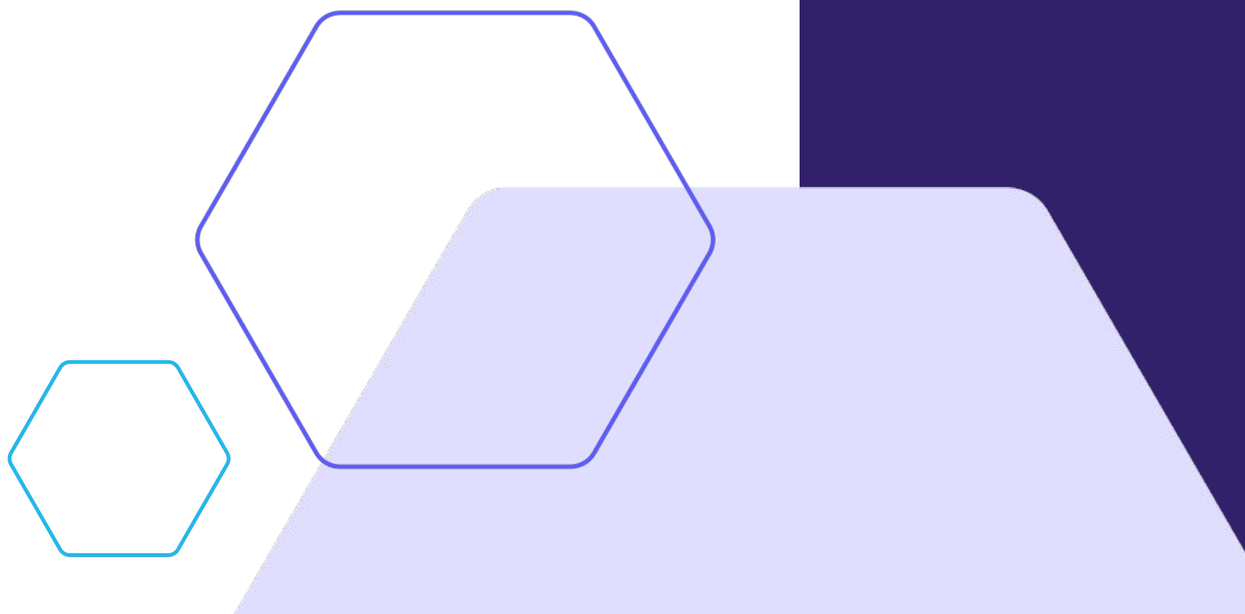
AI Strategy for HR

1 MODULE

AI Ethics, Data Privacy, and Security

1 MODULE

Capstone Project



A detailed look

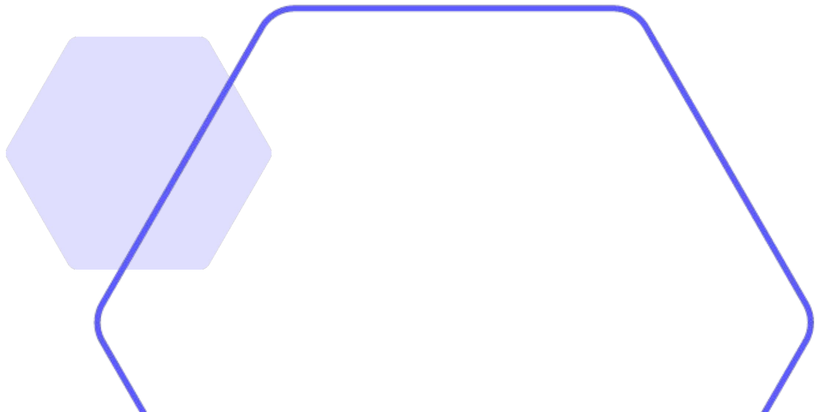
at the curriculum and modules

3 MODULES

Getting Started with AI for HR

AI is transforming HR, and those with the skills to harness its power will stand out from the crowd. Learn to navigate a quickly changing AI technology landscape with confidence and apply the fundamentals of AI. Get hands-on with practical skills to effectively apply AI in your day-to-day work.

- **Understanding AI**
- **Enhancing HR Practices with Gen AI**
- **AI in Practice**



2 MODULES

Mastering Prompt Design for HR

Prompt design skills are a powerful way to transform your HR tasks. In this Mastering Prompt Design for HR course, you'll gain the fundamental and advanced skills to get high-quality output from Gen AI, explore common HR use cases, learn a templated framework for every HR role, and ensure responsible practices at each step.

- **Prompt Design Fundamentals**
- **Prompting in Practice**
- **Mastering Advanced Prompting**

6 MODULES

Using Gen AI in HR

Mastering AI tools allows you to dedicate more time to what's most important – purposeful, strategic work that delivers business value. In this Adopting Gen AI Practices in HR course, you'll explore the dynamics and benefits of leading AI tools, gain hands-on experience with relevant Gen AI applications, and learn how to select the right one to tackle your HR challenges.

- **Streamlining HR Meetings with GenAI**
- **Leveraging AI for HR Communications**
- **Managing HR Inquiries with an AI Chatbot**
- **Custom GPTs for HR**
- **Claude for HR**
- **Merging AI Trends and Tools for HR**

2 MODULES

Building AI Agents for HR

This course teaches you how to build reusable HR AI agents that automate recurring tasks and support entire workflows. You'll then apply the OASIS framework to redesign HR processes, deciding where AI should lead and where human judgment should remain. By the end of the course, you'll have practical AI agents, a proven process design methodology, and the confidence to create AI-enabled HR workflows that deliver lasting business impact.

- **Automating HR Work with AI Agents**
- **Redesigning HR Processes with AI**

2 MODULES

AI Strategy for HR

A well-prepared AI strategy ensures a seamless and confident adoption. Get the know-how to identify and communicate opportunities for AI solutions and build a path for AI-readiness. You’ll learn how to develop a future-proof AI strategy, drive responsible adoption, and build the skills needed to deliver business value.

- **AI Strategy Design**
- **Making AI Strategy Successful**

1 MODULE

AI Ethics, Data Privacy, and Security

Become a trusted voice in AI decisions. You'll learn the three pillars of AI and ethics in HR. You'll discover how to protect sensitive employee data, reduce bias, and build governance that keeps AI transparent and accountable. You'll also learn the human-in-the-loop principles that prevent costly mistakes and protect trust in the business. By the end, you'll know when to pause and proceed, ensuring your organization stays compliant while embracing innovation.

- **AI Ethics, Data Privacy, and Security**

1 MODULES

Capstone Project

With the capstone project, you'll combine theory with practice to modernize the HR function with AI at a mid-sized healthcare company. The goal is to improve efficiency, enhance employee experience, and support business growth. Successfully completing the capstone project not only brings you closer to your certification — it will also give you well-deserved confidence in your new skillset and your ability to use it effectively.

Proven online learning

for Human Resources Professionals

CONTINUING PROFESSIONAL DEVELOPMENT PRE-APPROVED HRPA

RECERTIFICATION PROVIDER HRCI 2025 HRCI.ORG

CPHR CERTIFIED PROFESSIONALS IN HUMAN RESOURCES

and 6 others

Real-world projects

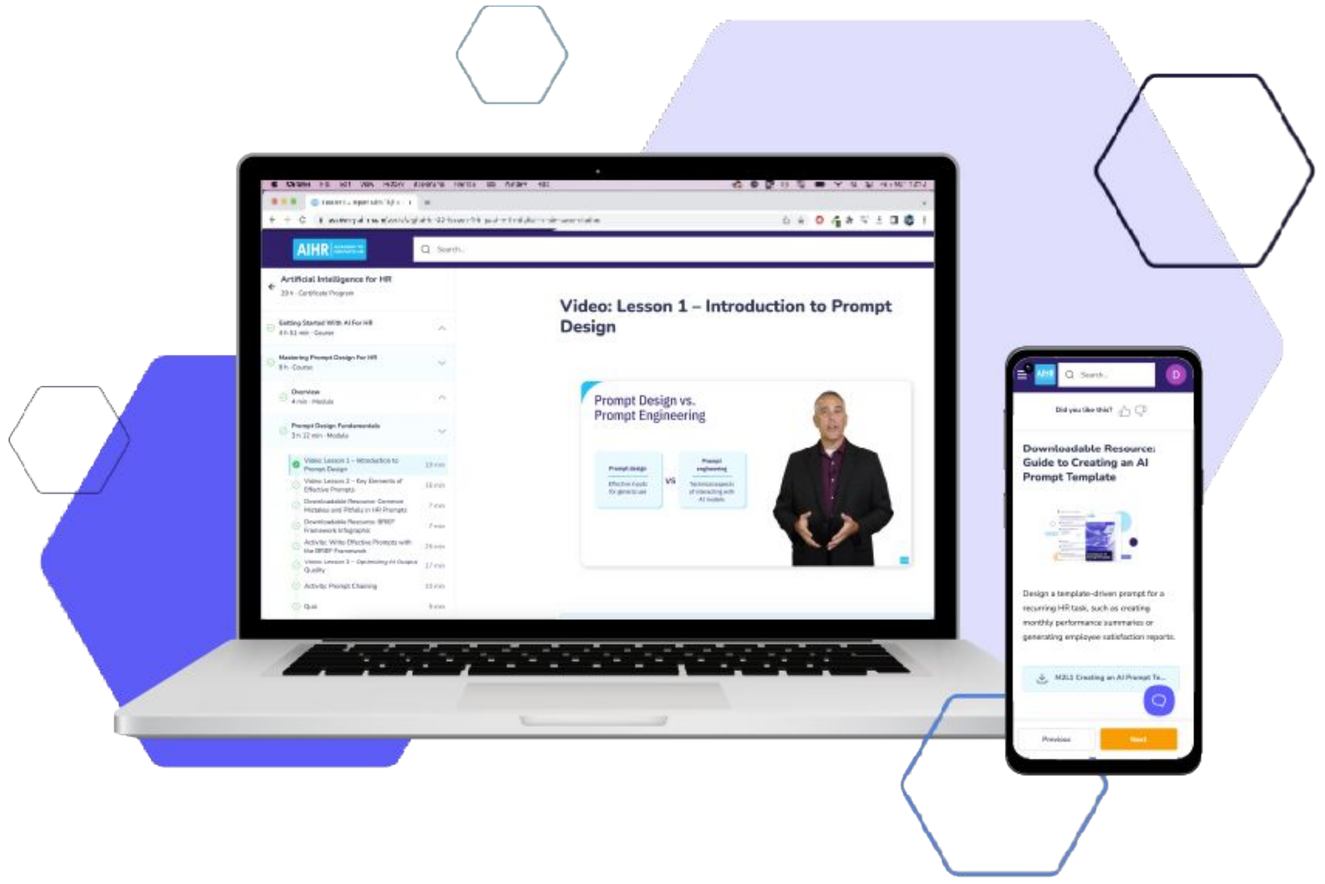
Develop practical skills through working on real-world projects and studying dozens of inspiring case studies

Self-paced online learning

Learn anywhere, anytime, and at your own pace with our fully online training programs. Including a smartphone app.

Practitioner community & coach

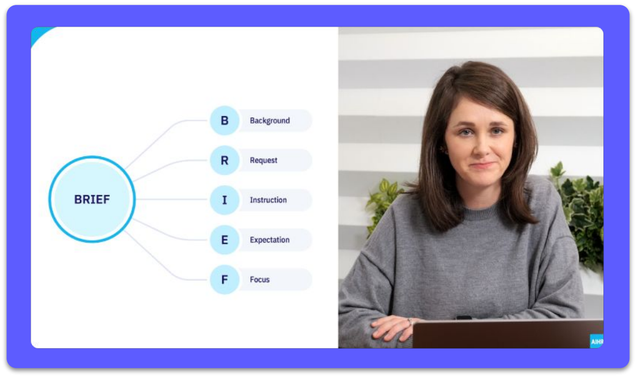
Collaborate with HR professionals from around the world or contact your personal coach if you need any assistance or input.



AIHR is an approved provider with the HR Certification Institute (HRCI®), a pre-approved provider with the Human Resources Professional Association (HRPA), and recognized by the Society for Human Resource Management (SHRM) for PDCs.

Get a sneak peek

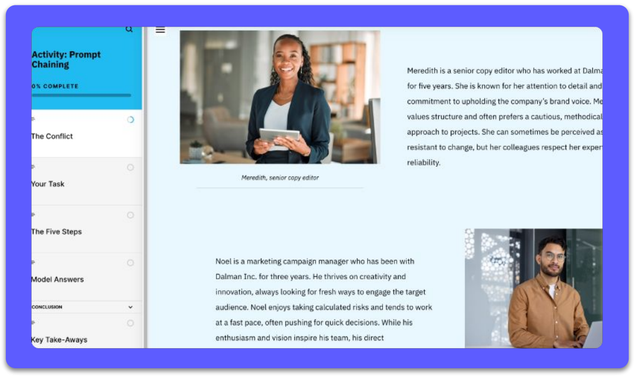
of lessons and course materials



Engaging video lessons

Learn at your own pace with bite-sized, pre-recorded lessons by leading HR experts.

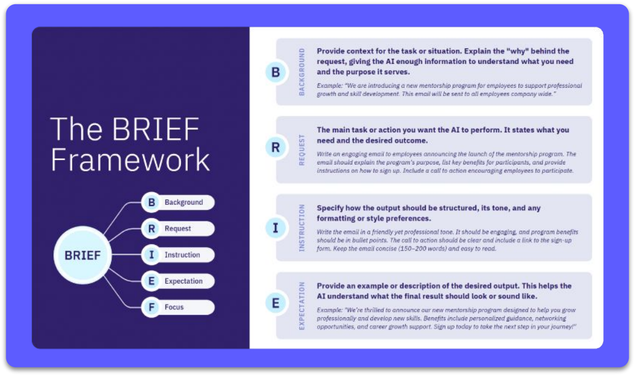
Watch preview lessons



Interactive activities

Turn your new knowledge into practical skills with a range of practical activities.

Do the activity



Downloadable templates

Save time and effort with a library of grab-and-go templates, guides, checklists, and more.

Tour the library

Grow your skill set

Enroll today

- Go to **www.AIHR.com**
- Select your program and click the Enroll button
- Fill out your (company) billing address and payment details
- Create your student account
- Happy learning!

Customers give us an average rating of 8.9 out of 10.

AIHR is the place to learn the skills you need to advance your career and remain relevant in the ever-changing digital human resources landscape. We offer the most comprehensive curriculum of HR courses and certifications available worldwide and are a proud supplier of over 175 Fortune Global 500 companies.

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