

# HRM & FINANCE BROCHURE









## **About Glowlogics**

Glowlogics is a government-verified MSME and Startup Indiarecognized company offering ISO-certified internships. In partnership with Techfest, IIT Bombay, E-Cell IIT Hydrabad we are committed to fostering innovation and skill development, providing practical, industry-relevant expectation

### Program Overview

Learn the key functions of HR — from hiring and onboarding to employee engagement and performance management. Build the skills to manage people, processes, and workplace culture effectively.

Gain a solid foundation in financial planning, analysis, and decision-making. This course equips you to manage budgets, assess risk, and understand what drives a company's financial success.

### Highlights

### What You Will Learn: [HR&Finance]

- Recruitment & Selection: Techniques to attract, screen, and hire the best talent.
- Employee Relations: Building strong workplace relations and handling conflicts.
- Performance Management: Setting performance standards, appraisals, and feedback.

- Compensation & Benefits: Managing payroll, benefits, and incentives.
- **Training & Development:** Creating development programs to enhance employee skills.
- **Legal Compliance:** Understanding labor laws and maintaining organizational standards.
- Financial Planning & Analysis: Strategies for budgeting and forecasting.
- Corporate Finance: Investment decision-making and capital structuring.
- **Financial Statements:** Understanding balance sheets, income statements, and cash flows.
- Risk Management: Identifying and mitigating financial risks.
- Investment Management: Portfolio management and stock market strategies.
- Taxation & Compliance: Understanding the tax landscape and regulatory requirements.







### **Curriculum Overview**

#### **HRM**

- 1. Introduction to HR Management
- 2. Recruitment and Selection Process
- 3. Employee Engagement and Retention
- 4. Performance Management Systems
- 5. Compensation and Benefits Management
- 6. Labor Laws and Employment Regulations
- 7. Organizational Development and Change Management
- 8. HR Analytics and Metrics
- 9. Training and Development Strategies
- 10. Employee Well-being and Work-Life Balance

### **Finance**

- 11. Introduction to Financial Management
- 12. Financial Planning & Budgeting Techniques
- 13. Financial Statement Analysis
- 14. Corporate Finance & Capital Budgeting
- 15. Investment & Portfolio Management
- 16. Risk Management & Insurance
- 17. Taxation and Financial Compliance
- 18. Cost Accounting & Management Accounting
- 19. Auditing and Internal Control Systems
- 20. International Finance and Currency Management

### Sample Projects

## These are sample projects only. Unique capstone projects will be discussed in the live class

- Employee Retention Strategies and Their Impact on Organizational Performance
- Developing a Performance Appraisal System for a Mid-Sized Company
- Designing an Effective Employee Onboarding Process
- Financial Statement Analysis of a Publicly Traded Company
- Investment Portfolio Management and Risk Assessment
- Corporate Budgeting and Forecasting Techniques for a Start-Up

## **Career Opportunities**

Upon completing the HR & Finance Certification Program, students will be equipped for roles such as:

- Financial Analyst
- Investment Banker
- Financial Consultant
- HR Manager
- Talent Acquisition Specialist
- Employee Relations Officer

## **Certificates**





### **CERTIFICATION OF INTERNSHIP**

#### Congratulation, SAMPLE NAME

has successfully completed WEB DEVELOPMENT Internship at Glowlogics Solutions in the month of 12 MAR 2025 to 09 MAY 2025 We appreciate [his/her/their] efforts and wish [him/her/them] success in future endeavors.







ID: WD25-GL01-I009 Issue Date: 12 March 2025

#startupindia





## CERTIFICATE

OF COURSE COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

### **SAMPLE NAME**

has successfully completed Web Development certification with Grade A+ from Glowlogics Solutions and has proven his/her competency with utmost dedication and promise

7 April 2025



Academic Head

Certificate ID: WD25-GL01-C011



### **Get Started Today!**

Contact Us: Ready to take your career to the next level?

Contact us to learn more about our courses, flexible payment plans, and how we can help you achieve your career goals.

Phone: 7760750823

Email: Help@glowlogics.in

Follow us on social media:





