XCELERATE TRAINING INSTITUTE
your learning & development partner

HUMAN RESOURCES MANAGEMENT (HRM)

KPI (Key Performance Indicators) Training Course

DURATION	LANGUAGE	FORMAT
5 days	**English**	**Classroom / Online**

Upcoming dates

Dates	Venue	Format	Fee
26 – 30 Apr 2027	Live online	Online (live)	**€1,200**
3 – 7 May 2027	London	Classroom	**€3,800**
4 – 8 Oct 2027	Live online	Online (live)	**€1,200**

Register or ask a question

Online: x8ti.com/course/kpi-key-performance-indicators-training-course/
+491631686678 · info@x8ti.com

KPI (Key Performance Indicators) Training Course

Introduction

Introduction

The key to achieving business goals is when the senior management team can define the exact path to success and its measurement criteria for all the stakeholders, and employees of the organization.

This facilitates a culture of open communication, setting the expectations right, and a high-level of employee engagement and commitment.

By undertaking this course, you will gain a better understanding of KPI's, be an expert, and formulate them for your organization/department.

This course on Key Performance Indicators by Xcelerate Training Institute will empower you to drive business productivity. This will also help you address the challenges at any stage or module of your business strategy timely and thus ensure the success of your organization's blueprint.

Learning Objectives

- Understand the impact of KPI's on your business
- Design a Performance Measurement System to drive business productivity for all the stakeholders
- Define, develop, and facilitate the KPI's Selection Process, and its Documentation
- Understand and counter the challenges in the process
- Practical application of the learning

Training Methodology

We at Xcelerate Training Institute, customize the training as per your specific industry requirements. The presentation led by the instructor is highly interactive.

This is further complemented by the inclusion of several management games, paper-pencil exercises, activities, role plays, videos, and robust practice sessions.

Your exposure gets better when participants across other industries share their experiences in the group as well.

Benefits for Your Organization

- Embed the business metrics the strategy, and Performance Management System of the organization
- Promote a culture of performance, Continuous Learning, Transparency, and Open Communication
- Alleviate risk and uncertainty to the achievement of business objectives

Benefits for You

- Monitor the performance of the department, team, and self in the organization
- Timely Course correction to achieve the expected results

- Be on the path of continuous learning
- Enhances the productivity and morale of the team

Target Audience

Xcelerate training institute recommends this course for:

- Directors, C- Level Executives
- Senior Management Team
- Heads of the Departments
- Strategic Planners, Business Analysts
- Existing Managers, Supervisors and those who are managing the teams
- Those who wish to manage the team in the future
- Anyone whose role includes the development and deployment of the Performance Management and Performance Measurement System

Course Outline

INTRODUCTION, CONTEXT, KEY TERMS

- What is KPI?
- Types of KPI
- Understanding the benefit of KPI’s for strategy, business and VUCA World
- Understanding the importance of KPI’s for departments, teams, and employees
- Understand the impact of KPI’s on the culture of the organization
- Performance Measurement vs. Performance Management
- Understand the Balanced Scorecard
- Lead vs. Lag Indicators
- Review of your current Performance Management System

CONSTRUCTION OF KPI

- How to formulate the Key Performance Indicators (KPI)?
- Identify the right sources to select the KPI’s
- Balanced Scorecard Perspective for KPI’s
- Balancing the KPI’s as per Lead vs. Lag Indicators
- Smart criteria of Performance measurement
- Integrating KPI’s with the goals of the organization and departments
- Best Practices

THE KPI TEAM, DOCUMENTATION AND REPORTING

- Identifying the Team for selecting the KPI’s at the organizational and departmental level
- Designing the KPI Documentation form
- Creating a KPI Dashboard
- Reviewing the KPI’s
- Ensuring Data Quality

COMMUNICATION for KPI’s

- Educating the Teams, and members of the organization on KPI’s
- Understand how to initiate the conversation with employees around the KPI’s for better acceptance
- Monitor the Performance measurement as per the KPI’s
- Diagnosing and Addressing the performance gaps
- Coaching for Corrective Measures

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Registration Form

KPI (Key Performance Indicators) Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

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Email this form
info@x8ti.com

Register online
Open the course page