

HUMAN RESOURCES AND TRAINING | HRT-082

Employee Engagement Surveys and Action Planning

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Course content

Why Attend

Engagement surveys provide valuable insight only if they are well designed and followed by meaningful action. Many organisations survey regularly but see little change.

This Aractech course covers engagement concepts, survey design, administration, analysing results, identifying drivers, communicating results, action planning with managers and teams, pulse surveys and measuring progress. Participants analyse survey data and build action plans.

Course Methodology

- Survey design workshop
- Data analysis exercises
- Case studies
- Facilitation practice
- Group discussions

Course Objectives

- Explain employee engagement and its drivers
- Design effective engagement surveys
- Analyse survey results and identify priorities
- Communicate results transparently
- Facilitate action planning with teams
- Track progress with pulse surveys

Target Audience

- HR and engagement professionals
- HR business partners

Course content

- Internal communication staff
- Managers

Course outline

Detailed course outline

Day-by-day outline for Employee Engagement Surveys and Action Planning.

Day 1 - Engagement

- 09:00-09:45 | Defining engagement
- 09:45-10:30 | Drivers
- 10:30-11:00 | Business impact
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Business impact (continued)
- 11:45-12:30 | Measurement approaches
- 12:30-14:00 | Exercise: Engagement model

Day 2 - Survey Design

- 09:00-09:45 | Questions
- 09:45-10:30 | Scales
- 10:30-11:00 | Confidentiality
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Confidentiality (continued)
- 11:45-12:30 | Administration
- 12:30-14:00 | Workshop: Survey design

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Day 3 - Analysis

- 09:00-09:45 | Response rates
- 09:45-10:30 | Driver analysis
- 10:30-11:00 | Segment comparisons
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Segment comparisons (continued)
- 11:45-12:30 | Comments analysis
- 12:30-14:00 | Lab: Survey analysis

Day 4 - Communication and Action

- 09:00-09:45 | Sharing results
- 09:45-10:30 | Manager role
- 10:30-11:00 | Action planning
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Action planning (continued)
- 11:45-12:30 | Team workshops
- 12:30-14:00 | Practice: Action planning session

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Day 5 - Tracking Progress

- 09:00-09:54 | Pulse surveys
- 09:54-10:48 | Accountability
- 10:48-11:00 | Measuring change
- 11:00-11:30 | Coffee break
- 11:30-12:12 | Measuring change (continued)
- 12:12-13:06 | Continuous listening
- 13:06-14:00 | Capstone: Engagement action plan

Seminar dates

Available seminar dates

Live dates and pricing for Employee Engagement Surveys and Action Planning generated from the course details page.

Date	Location	Format	Fee
16 - 20 November 2026	Paris	Classroom	€3,825
7 - 11 December 2026	Frankfurt	Classroom	€1,875
11 - 15 January 2027	Amsterdam	Classroom	€2,830
8 - 12 February 2027	London	Classroom	€2,315
8 - 12 March 2027	Istanbul	Classroom	€1,978
12 - 16 April 2027	Cape Town	Classroom	€1,625
10 - 14 May 2027	Barcelona	Classroom	€2,815
14 - 18 June 2027	Paris	Classroom	€3,825
12 - 16 July 2027	Frankfurt	Classroom	€1,875
9 - 13 August 2027	Amsterdam	Classroom	€2,830

Seminar dates

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Date	Location	Format	Fee
13 - 17 September 2027	London	Classroom	€2,315
11 - 15 October 2027	Istanbul	Classroom	€1,978
8 - 12 November 2027	Vienna	Classroom	€3,225
13 - 17 December 2027	Barcelona	Classroom	€2,815
16 - 20 November 2026	Online / Live	Online / Live	€1,815
7 - 11 December 2026	Online / Live	Online / Live	€1,815
11 - 15 January 2027	Online / Live	Online / Live	€1,815
8 - 12 February 2027	Online / Live	Online / Live	€1,815
8 - 12 March 2027	Online / Live	Online / Live	€1,815
12 - 16 April 2027	Online / Live	Online / Live	€1,815

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Date	Location	Format	Fee
10 - 14 May 2027	Online / Live	Online / Live	€1,815
14 - 18 June 2027	Online / Live	Online / Live	€1,815
12 - 16 July 2027	Online / Live	Online / Live	€1,815
9 - 13 August 2027	Online / Live	Online / Live	€1,815
13 - 17 September 2027	Online / Live	Online / Live	€1,815
11 - 15 October 2027	Online / Live	Online / Live	€1,815
8 - 12 November 2027	Online / Live	Online / Live	€1,815
13 - 17 December 2027	Online / Live	Online / Live	€1,815