Employee Data Analysis using Excel
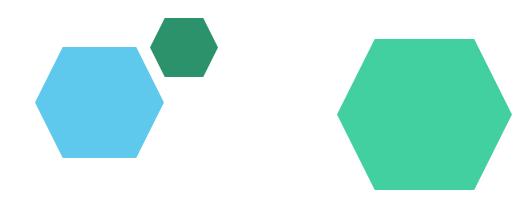
STUDENT NAME:Jayavarshini.M

REGISTER NUMBER:312216103

DEPARTMENT:III B.COM(A&F)

NM (id):80CBBB636CEFA4AB80B41E5CFE42A908

COLLEGE:SHRI SHANKARLAL SUNDARBAI SHASUN JAIN COLLEGE FOR WOMEN

PROJECT TITLE

Employee Performance Analysis using Excel

AGENDA

1. Problem Statement
2. Project Overview
3. End Users
4. Our Solution and Proposition
5. Dataset Description
6. Modelling Approach
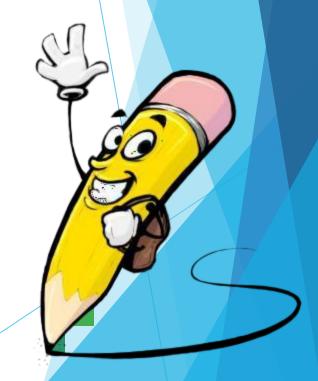7. Results and Discussion
8. Conclusion

PROBLEM STATEMENT

In today's competitive business environment, organizations are constantly striving to maximize productivity and improve employee performance. To achieve this, it is crucial for managers and hr departments to have a clear understanding of the performance metrics of their employees. However, managing and analyzing large amounts of performance data can be challenging without the right tools.

PROJECT OVERVIEW

•*Greater transparency in performance evaluation processes, leading to more motivated and engaged employees. By leveraging Excel's capabilities for data analysis and visualization, this project aims to provide a scalable and cost-effective solution for employee performance management, supporting organizational goals and fostering a culture of continuous improvement.*

WHO ARE THE END USERS?

1. Human Resources (HR) Departments

2. Managers and Supervisors

3. Executives and Senior Management

4. Employees

5. Training and Development Teams

6 .Compensation and Benefits Teams

7. Consultants and Analysts

OUR SOLUTION AND ITS VALUE PROPOSITION

Your solution leverages Excel to provide a comprehensive, user-friendly, and cost-effective approach to employee performance analysis.

VALUE PROPOSITION:

- *Cost-Efifiectiveness*
- *Ease ofi Use*
- *Data Management*
- *Customizable Analysis*
- *Real-Time Analysis*

Dataset Description

 Employee data set taken from kaggle.
Out of 26 features, 9 were selected.

LISTED FEATURES:

- ❖ *Employee ID*
- ❖ *First name*
- ❖ *Last name*
- ❖ *Business unit*
- ❖ *Employee Type*
- ❖ *Employee Status*
- ❖ *Employee classification type*
- ❖ *Gender Code*
- ❖ *Performance Score*
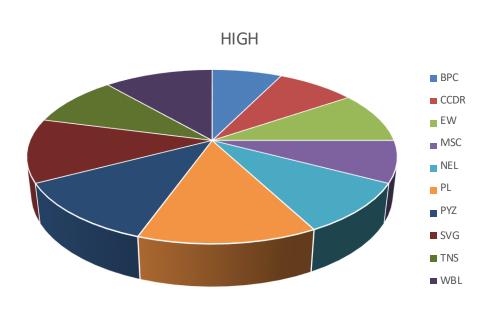- ❖ *Current employee rating*

THE "WOW" IN OUR SOLUTION

- ➢ *Interactive Dashboards*
- ➢ *Data Visualization*
- ➢ *Automated Reporting*
- ➢ *Predictive Analysis*
- ➢ *Scorecards and Balanced Scorecards*
- ➢ *Employee Ranking and Comparison*
- ➢ *Training and Development Analysis*
- ➢ *Employee Feedback and Sentiment Anlysis*
- ➢ *KPI Tracking with Alerts*
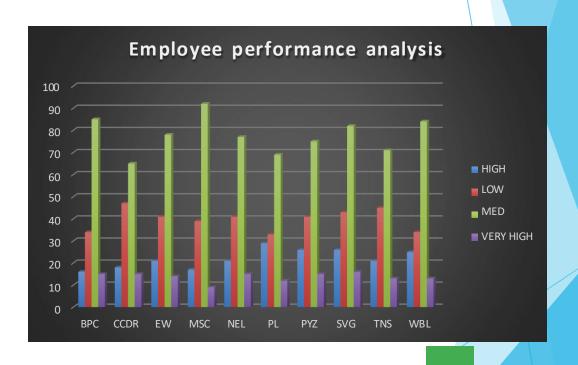- ➢ *Data Security and Privacy*

MODELLING

- **DATA COLLECTION:**
  - *Data sourced from Edunet dashboard.*
- **FEATURE COLLECTION:**
  - *The listed 10 features selected for analysis.*
- **DATA CLEANING:**
  - *Handling missing values.*
- **CALCULATION OF PERFORMANCE LEVEL:**
  - *Using employee rating to determine performance.*
- **SUMMARY OF PIVOT LEVEL:**
  - *Organizing data using pivot tables.*
- **VISUALIZATION:**
  - *Graphical representation using pivot tables.*

RESULTS

=IFS(Z6>=5,"VERY HIGH",Z6>=Z6>=3,"MED",TRUE,"LOW")

conclusion

The employee data analysis conducted using Excel has provided valuable insights into workforce performance and trends within the organization. By systematically collecting, cleaning, and analyzing key employee data, we have been able to:

- *Identify Performance Trends*

- *Highlight Key Metrics*

- *Utilize Advanced Excel Tools*