

# Employee Data Analysis using Excel



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**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

- . Utilize Excel to efficiently analyse employee data by leveraging Function such as PIVOT TABLES, and conditional formatting.
- . The enables the identification of key trends, such as current Employees rates, performance levels.  
Decision-making processes by visualization this data through Pie chart



# PROJECT OVERVIEW

- This project focuses on analysing employee data to identify trends and insights that can drive better decision.

Excel will be used to clean, organize, and visualize key metrics such as Employee demographics, performance, and retention rates.

The analysis will highlight areas of improvement in workforce management Helping to optimize resource allocation.

Outcomes will include detailed reports and dashboard for management Review.

The findings aim to support strategic planning.



# WHO ARE THE END USERS?

The end users of the employee data employee data analysis are HR Managers team leads and senior management.



# OUR SOLUTION AND ITS VALUE PROPOSITION



Conditional formatting – highlights missing cells

Filter – helps to remove the empty cells

Formulas – helps to identify the performance of employees

Pivot table – helps summarize

Pie chart – shows the data

# Dataset Description

1. Employee ID
2. First name
3. Last name
4. Business unit
5. Employee classification type
6. Employee type
7. Gendor
8. Performance score
9. Current employee rate
10. Performance level



# THE "WOW" IN OUR SOLUTION

Gender	(All)			
Count of Emp ID	Column Labels			
Row Labels	Fixed Term	Permanent	Temporary	Grand Total
Accounting	4	13	3	20
Business Development	4	15	2	21
Engineering	3	7	4	14
Human Resources	4	6	2	12
Legal	2	12	4	18
Marketing	1	8	2	11
NULL	1	7		8
Product Management	3	12	3	18
Research and Development	1	11	3	15
Sales	1	7	1	9
Services	4	11	2	17
Support	3	11	3	17
Training	6	8	6	20
Grand Total	37	128	35	200



# MODELLING



## DATA COLLECTION


- \*Identification
- \*Gathering
- \*Preparation

## DATA CLEANING

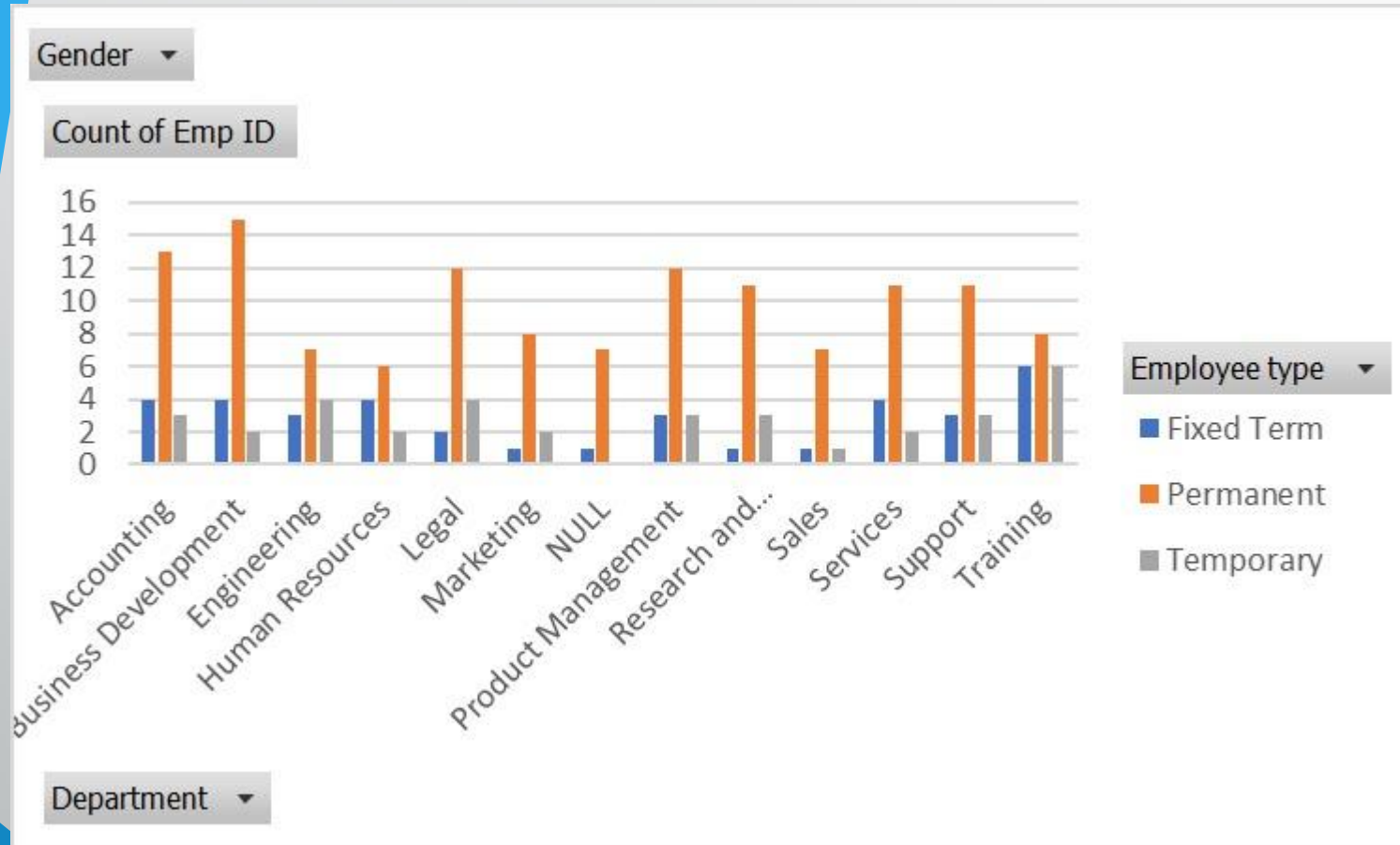
- \*Standardization
- \*Correction
- \*Validation

## SUMMARY

Data analysis involves examining, transforming, and modeling data to  
Extract insights , identify patterns, and support decisions-making.



# RESULTS



# conclusion

\* IN CONCLUSION, the employee data analysis conducted using Excel Provided valuable insights into workforce trends enabling more Informed decision-making.

The use of Excel allowed efficient data organization, visualization and reporting, ultimately helping to enhance HR strategies, improve and employee satisfaction and optimize overall organizational performance.