

Employee Data Analysis using Excel

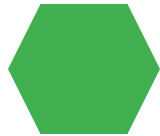


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PROJECT TITLE

1.CURRENT EMPLOYEE RATING



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

A THOROUGH ANALYSIS OF THE CURRENT EMPLOYEE RATINGS USING EXCEL

1. Employee ratings are used as a key metric in determining promotions, compensation adjustments, and development opportunities. To evaluate the current employee rating system to ensure it accurately reflects individual performance.
 - ☐ Ensuring that ratings are consistently applied across different departments and by different managers.
 - ☐ Providing insights in how the current rating system could be refined to better reflect actual employee performance

PROJECT OVERVIEW

- ❑ This project focuses on analysing the current employee rating system to ensure it effectively and accurately reflects employee performance across the organization.

- **DATA COLLECTION:**

Gather employee rating data, including relevant attributes like employee id, department, business units, Gender code etc..

- **PIVOT TABLES AND CHARTS:**

Create pivot tablets and charts to analyse ratings across different dimensions and to obtain the roles of the employees in order to maintain a standard of rating system in organization between employees like high, low, medium ratings.

- **REPORTINGS:**

Summarize the findings in a report, supported by visualizations, and provide recommendations for enhancing the rating system.



WHO ARE THE END USERS?

- **HUMAN RESOURCES (HR) TEAM:**

The HR team uses employee ratings to manage performance reviews, develop employee development plans, and make decision about promotions, raises or disciplinary actions.

- **SENIOR LEADERSHIP AND EXECUTIVES:**

Senior leaders use aggregated employee rating data to understand overall organizational performance, identify trends across different department with talent management.

- **PERFORMANCE MANAGEMENT TEAMS:**

Teams or committees responsible for performance management use the ratings to ensure consistency and fairness in evaluations across the organization.

- **EMPLOYEES THEMSELVES:**

Employees use their own ratings as feedback to understand how their performance is viewed.



OUR SOLUTION AND ITS VALUE PROPOSITION



- Our solution involves a comprehensive analysis of the current employee rating system using excel to evaluate its effectiveness, consistency and fairness. We will create clear and insightful visualizations (charts, graphs, and pivot tables)
 - Data presentation and statistical analysis
 - Actionable Recommendations
- By understanding performance trends and identifying areas of improvement, organizations can better allocate resources, design targeted training programs, and plan for future workforce needs, driving overall business success.
- Utilizing Excel for this analysis is cost-effective and accessible.



Dataset Description

❑ The dataset for the employee rating system contains detailed information about each employee, including their personal attributes, job-related data, and performance ratings. This dataset is crucial for analysing the current employee ratings and performance across the organization.

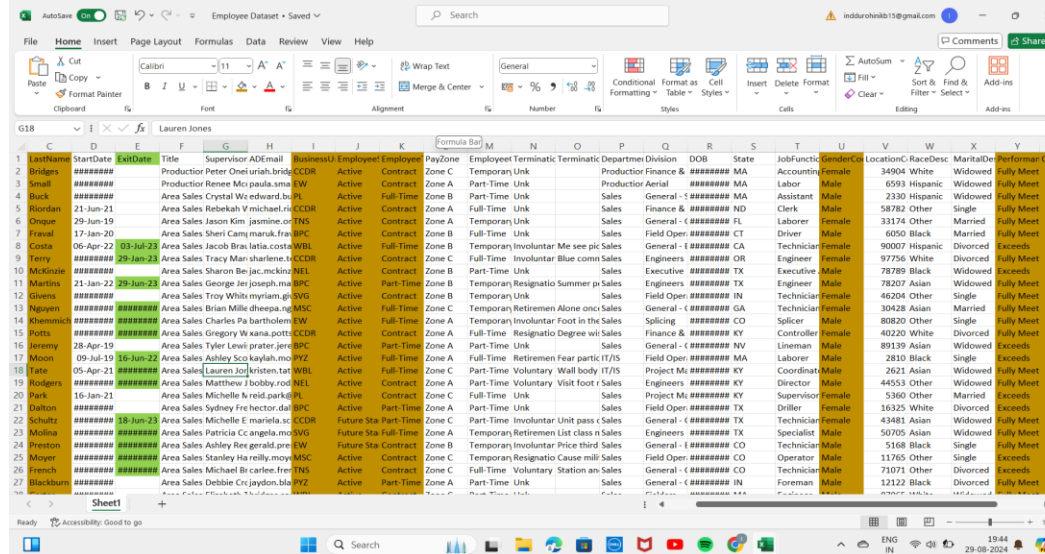
- ✓ Employee ID
- ✓ Employee Name
- ✓ Business units
- ✓ Employees status
- ✓ Pay zone
- ✓ Location
- ✓ Current employee ratings

THE "WOW" IN OUR SOLUTION

- Our solution transforms complex data into interactive, easy-to-understand visualizations. These dynamic charts, graphs, and pivot tables allow decision-makers to quickly grasp key trends, compare performance across different dimensions, and make informed choices with confidence.
- The solution is scalable, allowing organizations to continually update and analyse their data as new ratings come in. This means that you can track performance trends in real-time and adjust strategies on the fly, keeping your organization agile and responsive to change.



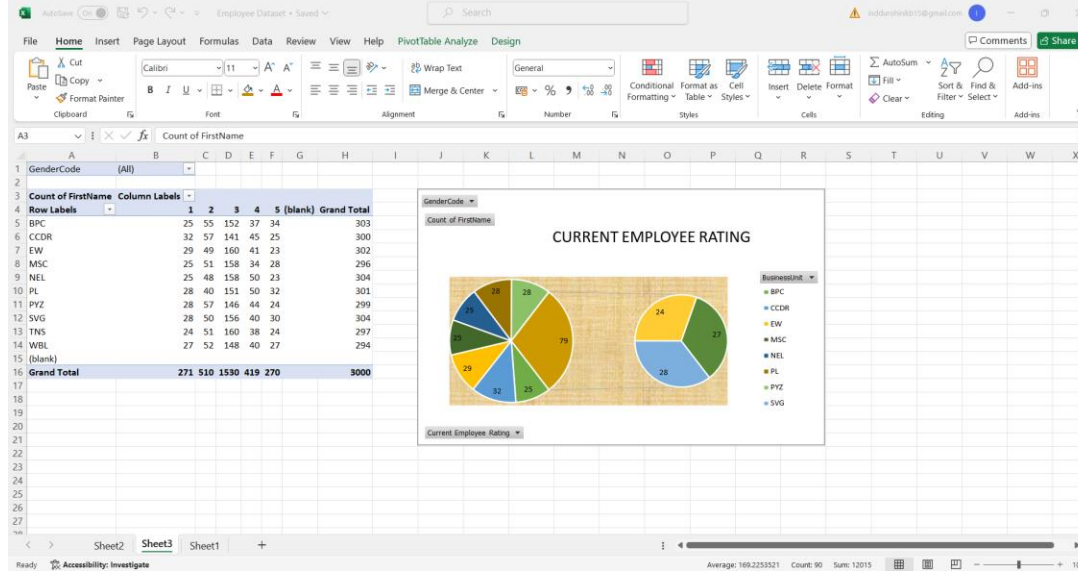
MODELLING



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

- Group employees into clusters based on similar characteristics such as performance ratings, job roles, departments, tenure, etc.
- Modelling provides deeper insights into what drives employee performance, helping to focus efforts where they will have the most impact in it.

RESULTS



- Provided insights into how changes in rating criteria or management practices might affect performance outcomes, guiding strategic decisions.
- Continuously monitor performance trends and adjust strategies based on data-driven insights to maintain an effective rating system.

conclusion

- ❖ The analysis of the employee rating system using Excel has yielded significant insights into the effectiveness and fairness of the current performance evaluation process.
- ❖ Our exploration of key performance drivers through correlation and regression analyses has highlighted critical factors that influence employee performance. This understanding allows the organization to focus on targeted interventions.
- ❖ The use of dynamic visualizations and interactive dashboards has significantly enhanced our ability to interpret complex data, making it easier for stakeholders to access and understand key performance metrics.

Thank you