# **Atliq Technologies HR - Data Analysis– Excel– Power BI**

# **Data Used**

**Data**: We are provided with the Excel datasheet which contains the employee’s data for 3 months between April 2022-June 2022. Data set contains employee’s attendance data along with attendance keys Eg: SL --> Sick Leave, P --> Present, PL --> Paid Leave, WFH --> Work From Home

[Atliq Technologies HR Data ]( https://codebasics.io/resources/resume-project-data-analytics)

**Dashboard Link:** [Microsoft Power BI]( https://app.powerbi.com/view?r=eyJrIjoiNmE5MWNjMTItODE4NC00ZWEyLTk5NWQtNmM1OWQ3NTgwZTg4IiwidCI6ImRmODY3OWNkLWE4MGUtNDVkOC05OWFjLWM4M2VkN2ZmOTVhMCJ9)

**Data Cleaning, Analysis, and Data Visualisation**: Excel and Microsoft Power BI

# **Business Problems**

# With many branches across India, AtliQ Hardware delivers computer hardware and peripheral manufacturers to its clients. A company's HR department is having difficulty monitoring employee attendance and finding absenteeism patterns. They must have a thorough view of all employees' attendance records, including the number of leaves taken and the reasons for absence.

# **Solution**

# As a data analyst, designing a BI dashboard to handle the challenge of analysing staff attendance and presence for HR can assist in finding trends, patterns, and issues that may affect the company's productivity and profitability.

# **Questions**

* Find Total Employees Attendance %, Sick Leave % and Work from home %
* Find the trends for it over time
* Analysing the same trends in week days

# **Summary of Findings**

* There is a slight decrease in employees’ attendance over time
* There is an increase in the trend where people opted for Work from home
* There is a slight increase in the Sick leave trend over time
* Most people attended office on **Tuesdays**
* Most people opted for Work from home on **Fridays**
* Most people took sick leaves on **Mondays**