

Employee Data Analysis using Excel

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Project title

Employee Performance
Analysis using Excel



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AGENDA

- Project Overview
- PROBLEM STATEMENT
- End Users
- Our Solution and Proposition
- Dataset Description
- Modelling Approach
- Results and Discussion
- Conclusion



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PROJECT OVERVIEW

Scope:

- Collect and import employee performance data into Excel
- Develop a dashboard to display key performance metrics (e.g., sales performance, customer satisfaction, attendance)
- Create charts and graphs to visualize performance trends and patterns
- Implement filters and pivot tables to enable dynamic data analysis
- Develop a scoring system to evaluate employee performance
- Provide recommendations for future performance improvement initiatives

Benefits:

- Improved data-driven decision-making
- Enhanced transparency in performance evaluations
- Increased efficiency in performance tracking and analysis
- Better identification of top performers and areas for improvement
- Data-driven insights for performance improvement initiatives



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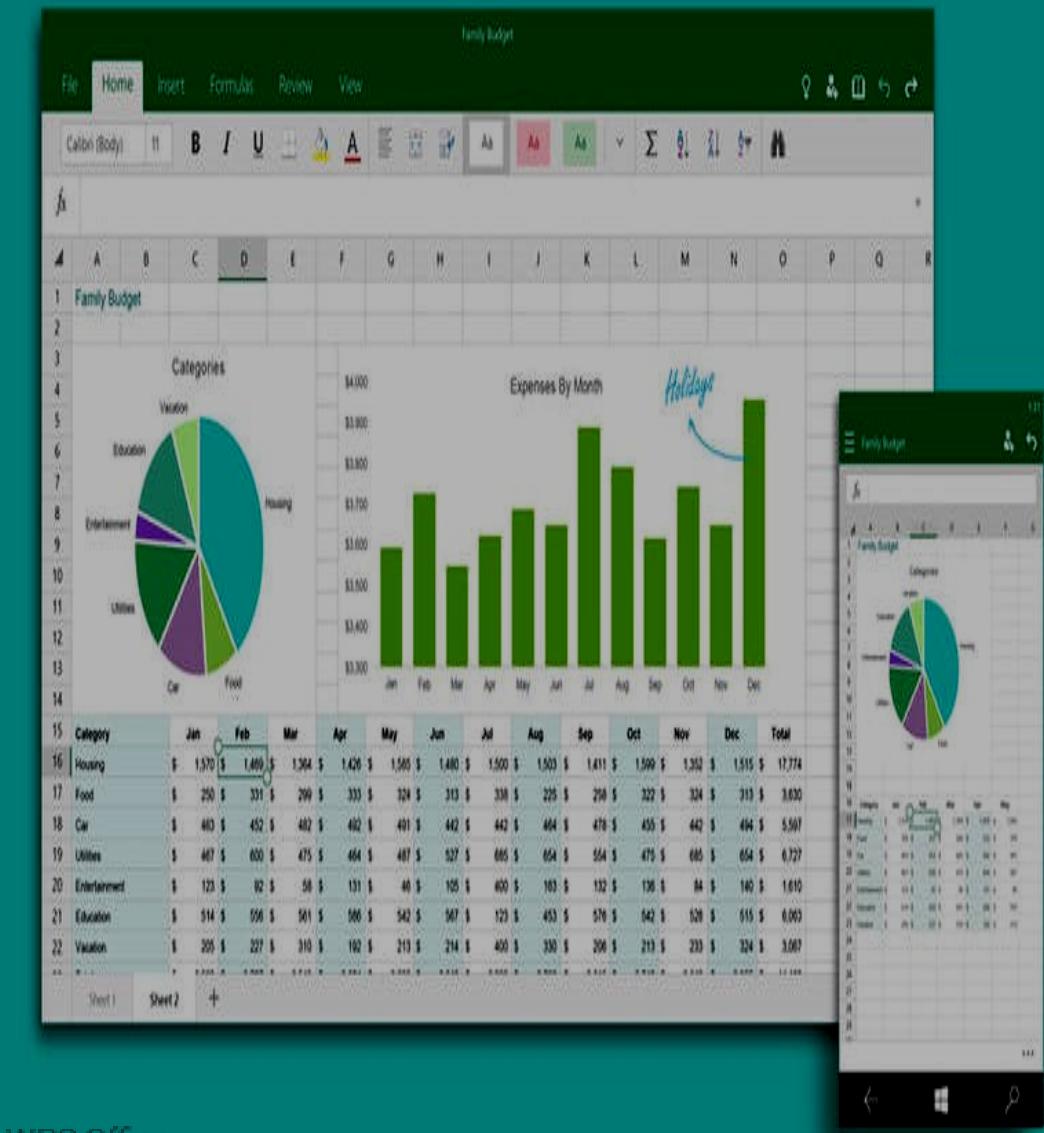
PROBLEM STATEMENT

"The HR department is struggling to effectively analyze and track employee performance data, leading to:

- Inefficient use of resources
- Poor decision-making
- Lack of transparency in performance evaluations
- Inability to identify top performers and areas for improvement.

Currently, employee performance data is scattered across multiple spreadsheets, making it difficult to:

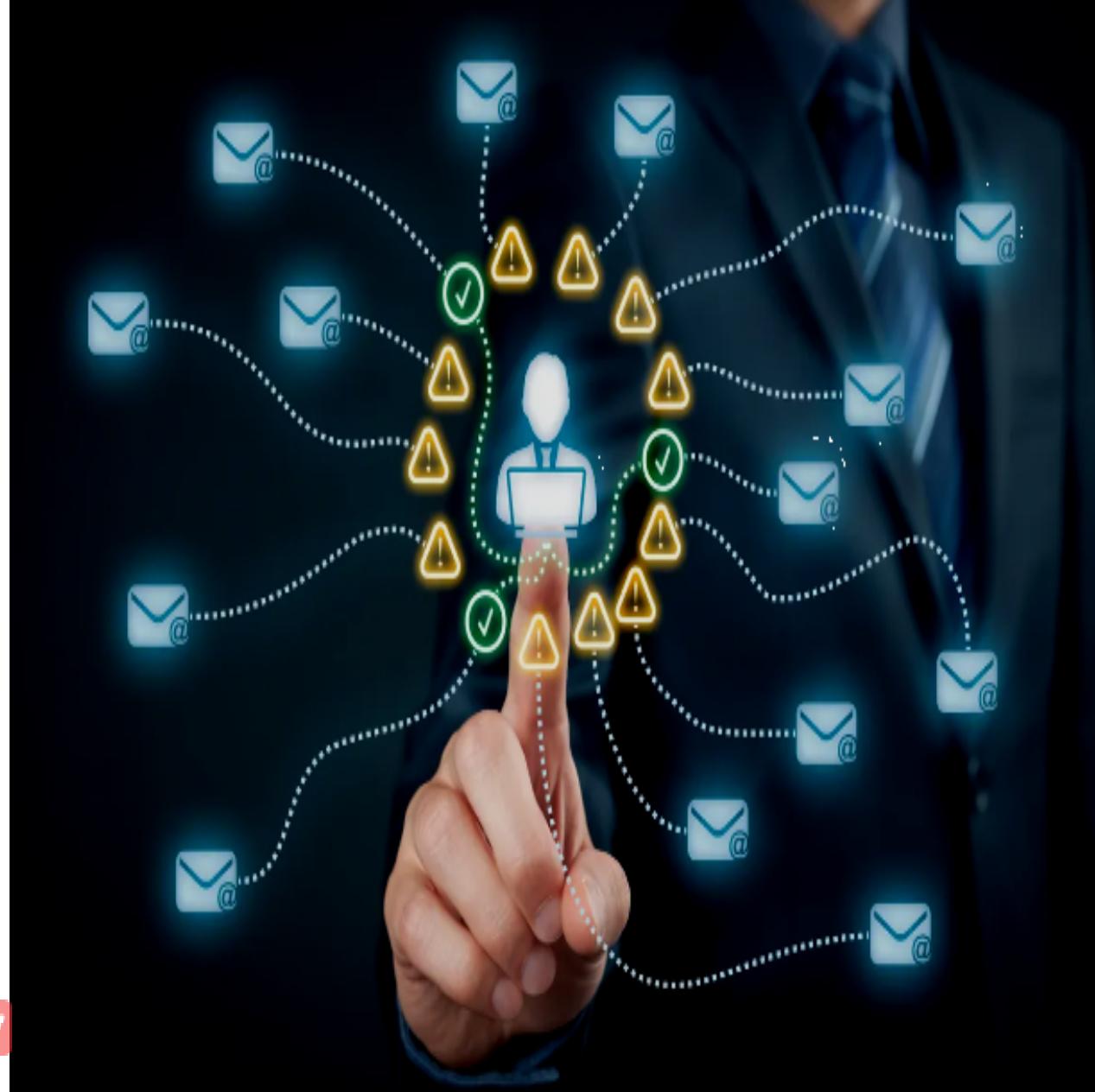
- Consolidate and summarize performance metrics
- Identify trends and patterns
- Compare performance across teams and departments
- Provide actionable insights for



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WHO ARE THE END USERS?

- **HR Generalists/Managers.**
- **Department Managers. Employees.**
- **Senior Leadership.**
- **Talent Management Specialist.**
- **Training and Development Professionals.**
- **Compensation and Benefits Analysts.**



OUR SOLUTION AND ITS VALUE PROPOSITION

Solution:

- Dynamic filtering and drill-down capabilities
- Performance scoring and ranking system
- Actionable insights and recommendations for improvement.

Value Proposition:

- Improved Data-Driven Decision Making
- Enhanced Performance Management
- Better Talent Identification
- Data-Driven Culture



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Dataset Description

Employee ID
Full Name
Department
Designation
Hire Date
Annual Salary

Employee Management Data					
Employee ID	Full Name	Department	Designation	Hire Date	Annual Salary (USD)
S1001	John Smith	Human Resources	HR Manager	5/15/2023	60000
S1002	Jane Doe	Marketing	Marketing Specialist	8/20/2023	50000
S1003	Michael Johnson	Finance	Financial Analyst	10-10-2023	55000
S1004	Emily Brown	Sales	Sales Representative	3/25/2023	48000
S1005	David Wilson	Information Technology	IT Specialist	09-12-2023	60000
S1006	Lisa Taylor	Operations	Operations Manager	6/30/2023	65000
S1007	Daniel Martinez	Customer Service	Customer Service Representative	11-05-2023	45000
S1008	Sarah Anderson	Research and Development	R&D Engineer	4/18/2023	58000
S1009	Christopher Thomas	Production	Production Supervisor	7/22/2023	52000
S1010	Kimberly Garcia	Quality Assurance	QA Analyst	2/14/2023	56000
S1011	William Hernandez	Human Resources	HR Coordinator	09-01-2023	48000
S1012	Melissa Lopez	Marketing	Marketing Manager	06-10-2023	65000
S1013	Richard Perez	Finance	Finance Manager	11/18/2023	70000
S1014	Jessica Gonzalez	Sales	Sales Manager	05-03-2023	72000
S1015	Matthew Wilson	Information Technology	IT Manager	08-08-2023	75000
S1016	Amanda Martinez	Operations	Operations Coordinator	10/29/2023	48000
S1017	James Johnson	Customer Service	Customer Service Manager	03-12-2023	68000
S1018	Laura Brown	Research and Development	R&D Manager	6/25/2023	70000
S1019	Daniel Smith	Production	Production Manager	9/30/2023	72000
S1020	Jennifer Davis	Quality Assurance	QA Manager	1/17/2023	75000
S1021	Michael Garcia	Human Resources	HR Assistant	07-05-2023	42000
S1022	Amy Hernandez	Marketing	Marketing Coordinator	4/28/2023	48000
S1023	Christopher Rodriguez	Finance	Senior Financial Analyst	11-12-2023	60000



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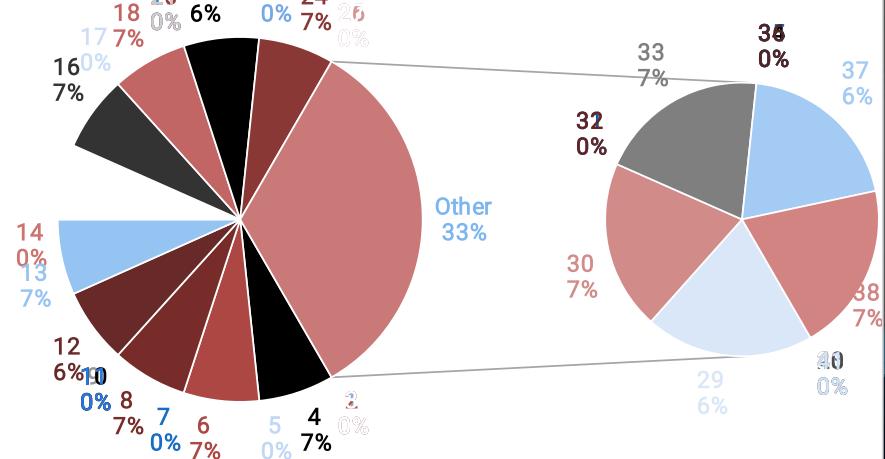
MODELLING

1. Department-wise salary distribution
2. Designation-wise salary distribution
3. Salary range distribution
4. Hire date distribution (to identify hiring trends)
5. Employee tenure analysis (time since hire)
6. Department-wise employee count
7. Identification of top earners



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RESULTS



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Conclusion

THE CONCLUSION OF MY PROJECT WAS

The topics of my project was **EMPLOYEE PERFORMANCE ANALYSIS USING EXCEL.**

In This Presentation Based on the employee performance analysis using Excel I has given the project comparisons by excel data of information, about the Employee Management Data and the graph of annual salary of employee .



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