**HR Analytics Project**

**Real-Life Data Analytics Project Report**

I am excited to share a new project series focused on real-life data analytics, specifically designed for individuals aiming to build a career in data analytics or transition from domains such as HR, sales, or marketing. This series will provide practical experience using real-world datasets, with a focus on implementing these projects in Power BI. These projects will not only help you learn data analytics and Power BI but will also enhance my resume portfolio.

**Key Participants**

1. **Hemanand Vadivel**: A Data Analytics Manager with extensive experience in Power BI, who will be guiding the project series.
2. **Pinali Mandalia**: An HR professional from AtliQ Technologies, a software and data solutions company. Pinali will present the HR-related data and requirements for the project.
3. **AtliQ Technologies**: A company specializing in software and data solutions, providing the real-life dataset used in this project.

**Project Details**

* **Dataset**: The dataset includes employee attendance data spanning three months. It features columns with dates and rows with randomized employee names and IDs. Attendance codes such as PL (Paid Leave) and SL (Sick Leave) are used within the dataset.
* **Objective**: The main objective is to assist Pinali in creating a data analytics dashboard in Power BI that addresses her HR-related queries using this dataset.

**Process**:

* + Pinali will outline her requirements for the dashboard.
  + I will build the dashboard in real-time during our collaborative sessions.
  + Both Pinali and Hemanand Vadivel will act as stakeholders, providing feedback and suggestions to ensure the dashboard meets all requirements.

**Learning Outcomes**

* **Real-Life Experience**: This project offers hands-on experience with real-life datasets, providing insights into how a data analyst tackles real-world projects.
* **Dashboard Creation**: The series will cover the step-by-step process of building dashboards in Power BI, with a focus on meeting actual client needs.

**Conclusion**

This project series is a practical, hands-on learning experience that not only teaches data analytics but also helps build a solid project portfolio. The collaboration with experienced professionals like Hemanand Vadivel and real-world clients like Pinali Mandalia ensures that the content is both educational and applicable to real-life scenarios.

**Key Steps Highlighted:**

1. **Importing Data**: Starting with importing an Excel workbook into Power BI and understanding the structure of the data.
2. **Combining Data**: Addressing the challenge of combining data from multiple sheets, where each sheet has different column headers. The instructor demonstrates how to ensure data from different months (April, May, June) is appended correctly without mismatching dates or headers.
3. **Creating a Template**: The idea is to create a transformation template in Power Query that can be applied automatically to new sheets as they are added, ensuring consistent data formatting and cleaning across all sheets.
4. **Transforming Data**: Using Power Query Editor to transform the data:
   * Removing unnecessary rows and columns.
   * Promoting the first row as headers.
   * Renaming columns to ensure consistency.
   * Deleting steps that refer to specific column names to avoid errors when new sheets with different headers are added.
5. **Automating the Process**: The instructor suggests that by setting up a template in Power Query, you can automate the process of data transformation for future data imports, saving time and ensuring consistency.