

Employee Data Analysis using Excel



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PROJECT TITLE

**Employee Analysis Based on
specific Department**

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

The purpose of employee analysis based on specific departments, By evaluating employees within the context of their department, managers can gain insights into individual performance, skills, and work habits, which helps identify strengths, address weaknesses, and align efforts with departmental goals.



PROJECT OVERVIEW

- When analyzing employees based on their specific department, it's essential to assess their performance metrics, including productivity, accuracy, and goal achievement relevant to their role. Evaluate their technical and soft skills, such as their proficiency in job-specific tasks and their ability to communicate and collaborate effectively.



WHO ARE THE END USERS?

- HUMAN RESOURCE DEPARTMENTS
- MANAGEMENT AND LEADERSHIP
- TEAM LEADERS AND SUPERVISORS
- EMPLOYEES
- EXECUTIVE LEADERSHIP
- BUSINESS ANALYSTS
- RECRUITERS

OUR SOLUTION AND ITS VALUE PROPOSITION



FILTERING-REMOVE VALUES

PIVOT TABLE-SUMMARY OF
EMPLOYEE PERFORMANCE

PIE DIAGRAM - FINAL REPORT



Dataset Description

- EMPLOYEE DATASET-NAN HUDHALVAN PORTAL
9 FEATURES IN EXCEL:
EMPLOYEE ID ALPHANUMERIC(TEXT)
NAME-ALPHABETICAL/TEXT)
GENDE ALPHABETICAL (TEXT) DEPARTMENT ALPHABETICAL TEXTI
SALARY NUMERICAL
START DATE-ALPHANUMERIC(TEXT)
FTE NUMERICAL
EMPLOYEE TYPE ALPHABETICAL(TEXT)
EMPLOYEE LOCATION ALPHABETICAL (TEXT
- 3 FEATURES USED:
DEPARTMENT-ALPHABETICAL/TEXTI
FTE-NUMERICAL
EMPLOYEE TYPE-ALPHABETICAL(TEXT)

THE "WOW" IN OUR SOLUTION

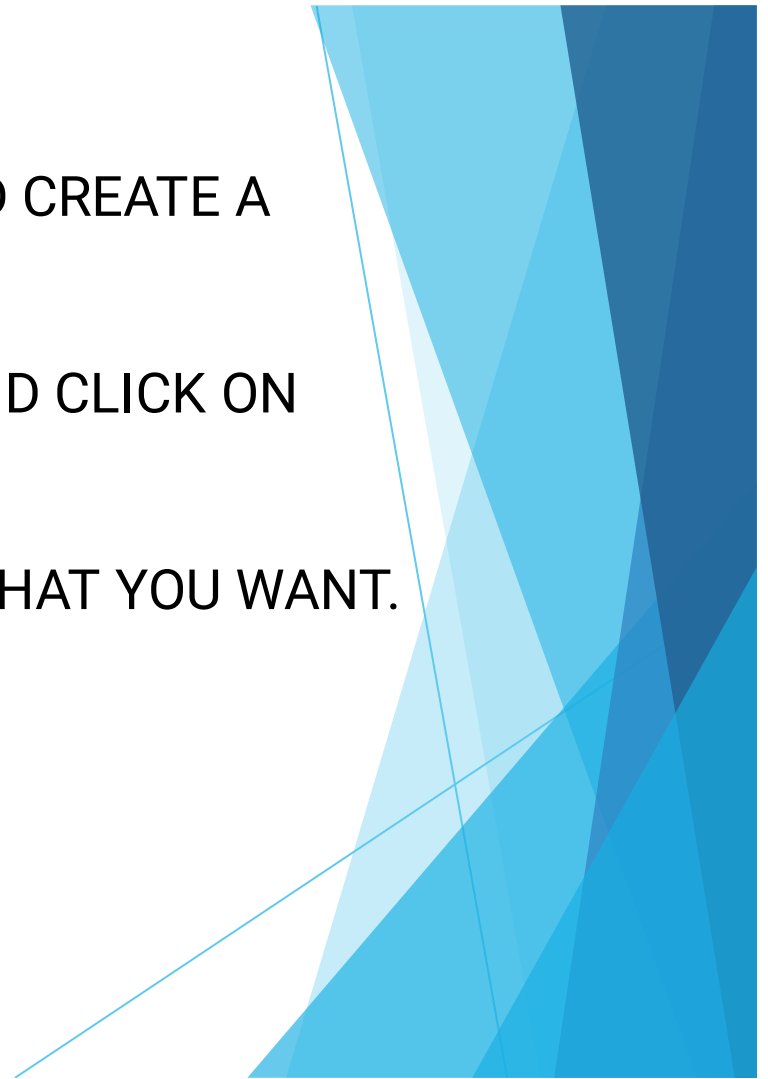
- Our solution stands out by providing a detailed, department-specific analysis that not only highlights performance metrics but also uncovers hidden patterns and correlations.
- This approach empowers organizations to make informed decisions that drive tangible improvements in employee satisfaction and productivity.



MODELLING



- **STEP-1** :DOWNLOAD THE EMPLOYEE DATASET AND OPEN THE EMPLOYEE DATASET IN EXCEL.
- **STEP-2** : SELECT THE ENTIRE DATA AND CLICK ON DATA AND CLICK ON FILTER OPTION.
- **STEP-3** : FILTER FTP FROM A TO Z ORDER.
- **STEP-4** : SELECT THE ENTIRE DATA AND CLICK ON INSERT AND CLICK ON PIVOT TABLE TO CREATE PIVOT TABLE.

- **STEP-5** :DRAG THE NEEDED DATA AND CREATE A PIVOT TABLE.
- **STEP-6** :SELECT THE PIVOT TABLE AND CLICK ON INSERT.
- **STEP-7** :NOW CLICK ON THE CHART THAT YOU WANT.
- **STEP-8** :THE CHART IS CREATED

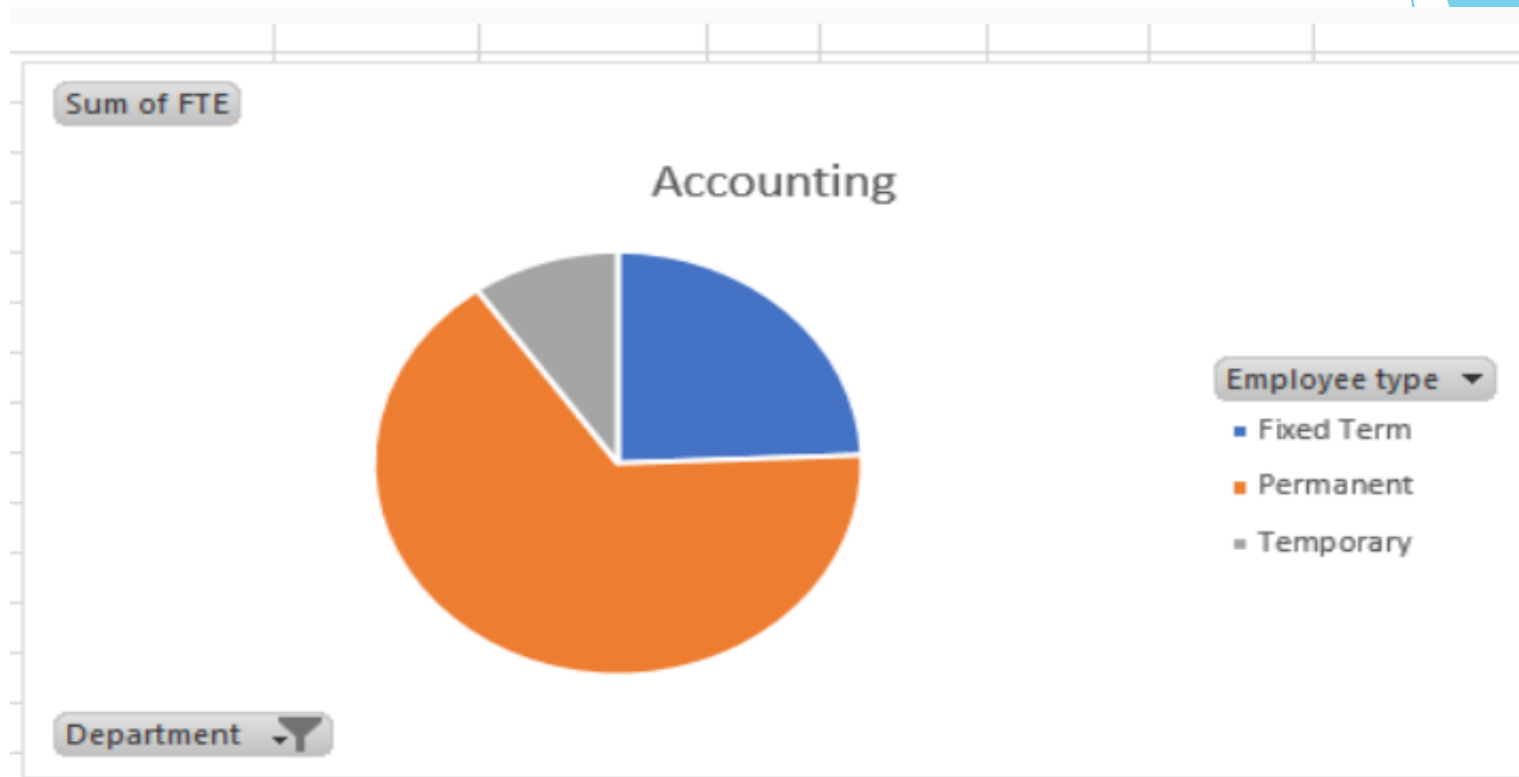


RESULTS

1. TABLE

Sum of FTE	Column Labels 	
Row Labels 	Accounting	Grand Total
Fixed Term	4	4
Permanent	10.8	10.8
Temporary	1.6	1.6
Grand Total	16.4	16.4

2. PIE DIAGRAM



conclusion

The analysis reveals key insights into employee performance and satisfaction with specific departments, highlighting areas for improvement and success.

However, there are opportunities for further development in which, if addressed, could enhance both personal growth and overall performance. This conclusion can be adapted to fit the specific performance review or situation.

