Employee Data Analysis using Excel

STUDENT NAME: Deva shree.V
REGISTER NO: 312219391& asunm1711312219391
DEPARTMENT: B.com (BANK MANAGEMENT)
COLLEGE: S.A.COLLEGE OF ARTS AND SCIENCE

PROJECT TITLE

Employee Performance Analysis using Excel

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

- **Current Situation:** The company seeks to implement a fair and motivational bonus structure for its employees.

- **Challenge:** Ensure that bonus distribution aligns with the company's equity principles and rewards outstanding performance.

PROJECT OVERVIEW

- **Objective:** Establish a structured bonus system that acknowledges and rewards the efforts of male and female staff members.

- **Scope:** This project involves defining and communicating the bonus amounts and ensuring the process is transparent and equitable.
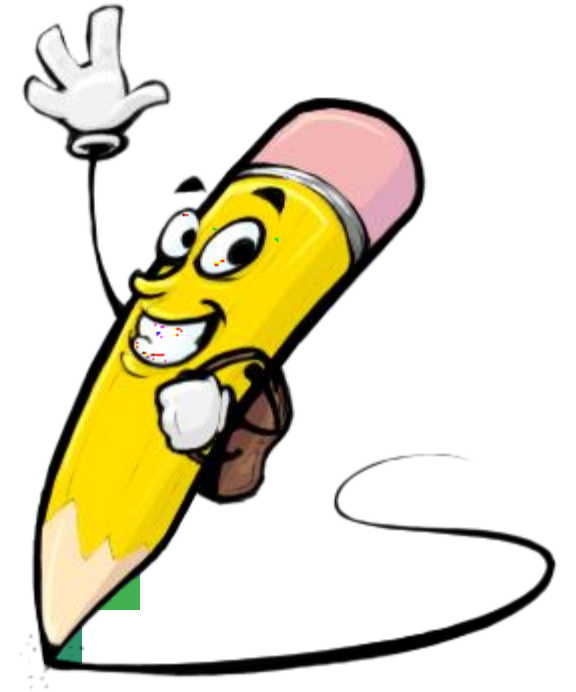
WHO ARE THE END USERS?

- **Target Audience:** Male and female staff members across all departments.

- **Impact:** Employees will understand the bonus distribution criteria and feel valued for their contributions.

- **Rationale:** This structure aims to recognize and incentivize performance while also addressing potential gender-related compensation disparities.

- **Proposed Bonus Structur**

JOB RATE	BONUS
5	5000
4	4000
3	3000
2	2000
1	1000

Dataset Description

- Employee Data Set = Edunet Dashboard
- 9 Feature they are provided.
- 5 features are taken to data analysis
- They are:

1. Emp Id = Value & Number
2. Name = Text
3. Employee Rating = numerical value
4. Bonus =

JOB RATE	BONUS
5	5000
4	4000
3	3000
2	2000
1	1000

THE "WOW" IN OUR SOLUTION

- =IF(J2=5,5000,IF(J2=4,4000,IF(J2=3,3000,IF(J2=2,2000,IF(J2=1,1000)))))

MODELLING

COLLECTION OF DATA SET :

- The data was collected from the edunet dash board
- And all the data was alignment and there are 7 features are given
- In these 7 features as that I was selected the 3 features to analysis the employee rating form the employee data base.

FEATURES COLLECTING:

- In the data base their was an blank cell are in the data

- To remove the blank cell first used the conditional formatting tool used to highlight the black cell with the filling of color

► **DATA HIGHLIGHTING:**

☐ In the given 7 features we have to highlight the feature which we have to analysis the date

☐ Emn Id, name, employee type , increment amount.

► **RATING LEVEL CALCULATION:**

☐ The increment amount are calculated by the formula of =IF(J2=5,5000,IF(J2=4,4000,IF(J2=3,3000,IF(J2=2,2000,IF(J2=1,1000)))))

☐ The value of bonus based on job rating

PIVOT TABLE:

- In the pivot table they are used to summarize the data which are provided in the data set.

- The important column are selected in the pivot table are Emn Id, name, employee type, increment amount.

- They are customize in the pivot table option

  - ► Rows= Bonus

  - ► Colunm=Gender

  - ► Filter=name

  - ► Value=count on job rating

► GRAPH CHART :

- In the analysis the important thing we have to insert the graph chart .

- The recommended chart we can select the data are shown in the data.

- In the graph chart they are shown the trend line of the data set which we have selected in the table
- In all the data are selected and we have to name the graph chart of the data " bonus amount of employee on salary"
- each and every line and diagram are provided in the chart

► **SLICER& FILTER:**

- in the slicer and filter they are provided the summarizing the data in the short list.
- In these are provided under the heading are in the greater of the option .
- After selecting the dialogue box the new box will appear and select which data are used to provided under the pivot table.
- The data are provided in the pivot table , graph chart, slicer.

RESULTS

Count of job rating
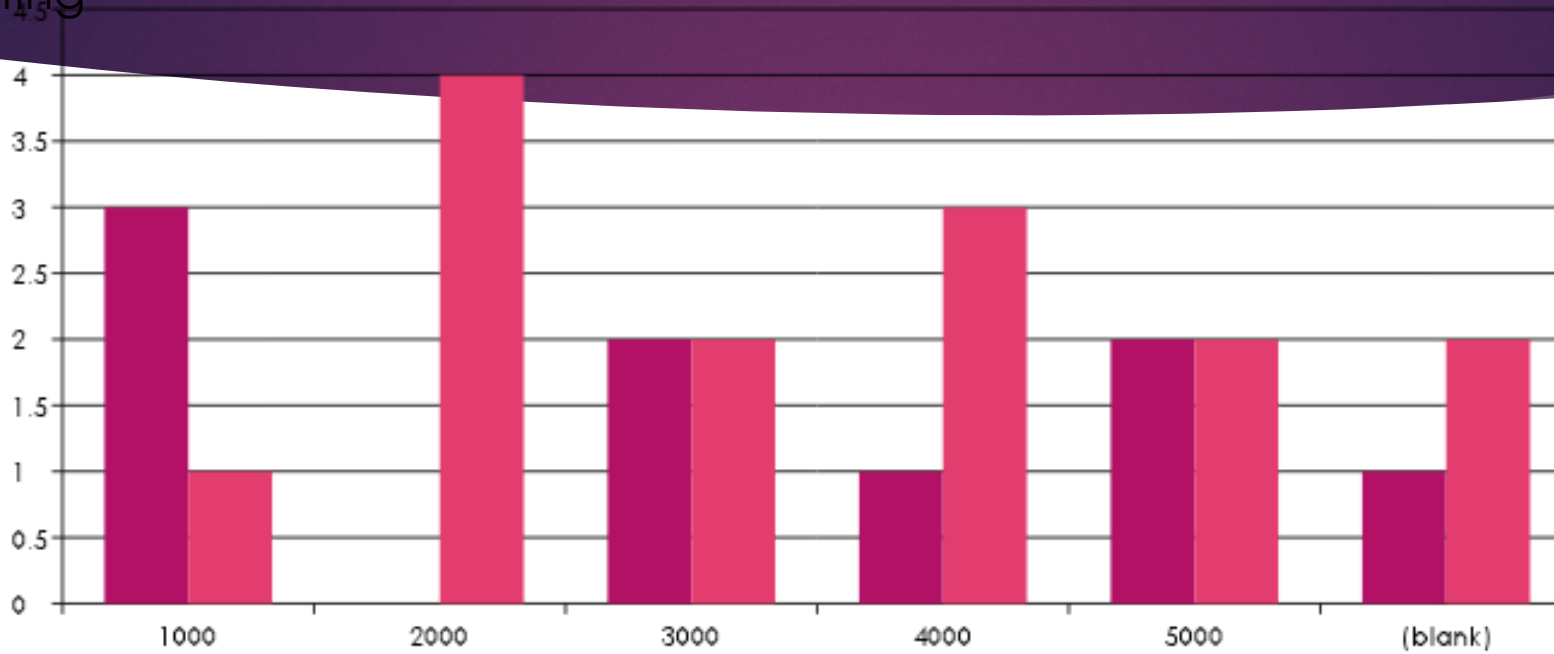
FINDINGS

Findings:Equity Considerations: The proposed bonuses aim to address gender disparities and enhance overall employee satisfaction.

Impact Assessment: Initial feedback and analysis suggest that the proposed bonus amounts are well-received and align with performance expectations.

conclusion

- **Summary:** Implementing a bonus structure based on employees job rating aligns with company goals of fair compensation and performance recognition.
  Communication Plan: Clearly communicate the new bonus structure to all employees.
- **Feedback Mechanism:** Establish a process for collecting employee feedback and addressing any concerns.