

# Employee Data Analysis using Excel

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STUDENT NAME : HEPZIBA S

REGISTER NO. : 2213371036119

/unm410100442213371036119

DEPARTMENT : B.COM(GENERAL)

COLLEGE :QUAID-E-MILLATH GOVERNMENT

COLLEGE FOR WOMEN.

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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



# 4 PROBLEM STATEMENT

1. Analyze the performance metrics to determine factors that contribute to high and low performance.
2. The performance of each and every employees plays a vital role in the organization so its important to analysis and find problems and solve them for the efficiency of the organization.
3. We have to motive highly efficient employees by giving them a bonus and a modified employees with a training.



# 5 PROJECT OVERVIEW

- Employee performance analysis

Analysing the performance of the employee by considering the various data like gender, employee classification type etc. to determine the employee performance levels are high, medium or low. The goal is to provide actionable insights and recommendations for improving employee management and organizational productivity.



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## WHO ARE THE END USERS?

1. **Senior Management**
2. **Human Resources (HR)**
3. **Department Heads/Managers**
4. **Team Leaders/Supervisors**
5. **Employees**
6. **Training and Development Teams**
7. **Finance Department**

# 7 OUR SOLUTION AND ITS VALUE PROPOSITION



**Conditional formatting** – To identify the missing data.

**Filter** – For the purpose of removing the unwanted data.

**Formula** – For identifying the performance of the employees.

**Pivot table** – To convert the data into brief summary.

**Graph** – For data visualization.



# Dataset Description

1. Dataset Name: Employee Performance Data
2. Overview: This dataset contains employee performance metrics including evaluation scores, demographic information, aimed at analysing factors affecting workforce productivity.
3. Data Structure: The dataset consist of a single table named Employee performance containing various attributes related to employee performance.
4. Fields/Columns: Performance level – The level assigned to the employee based on the performance evaluations.
5. Data Types: Integer , Float , String , Date , Boolean



# THE "WOW" IN OUR SOLUTION

We Used IF Condition to determine the performance level of each and every employee using their current employee rating.

Formula = IF(Z8>=5, "VERY HIGH",IF(Z8>=4, "HIGH",IF(Z8>=3, "MEDIUM", "LOW")))



# MODELLING



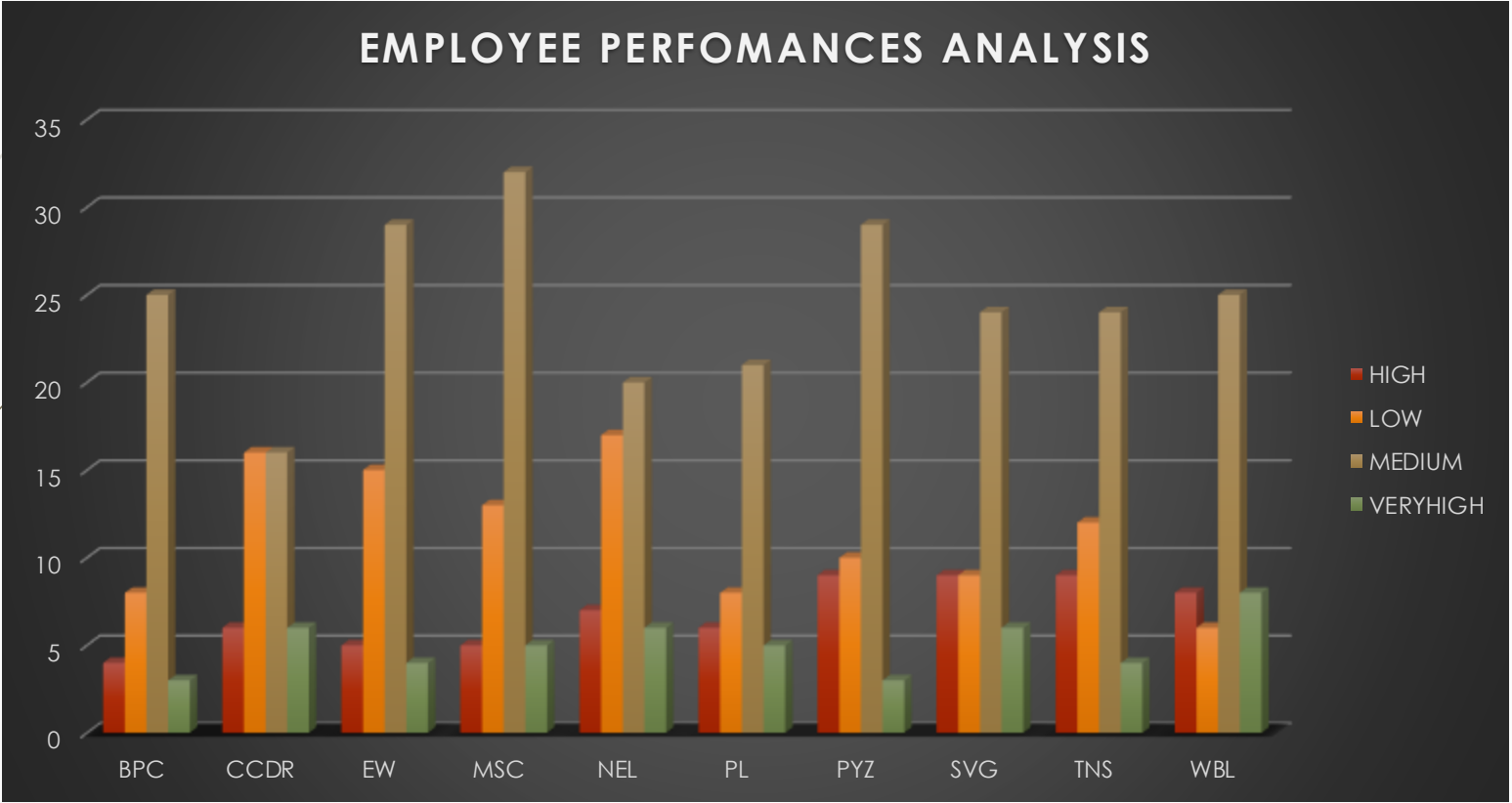
**Objective:** Predicting employee performance based on various features, Classifying employees into performance categories.

**Preparing the Data:** Data Collection, Data Cleaning, Data Splitting

**Choose Modeling Techniques:** Predictive Modeling, Classification Modeling, Clustering.

**Evaluate and Interpret Models:** Analysis the performance of the employee in the dataset and interpret it in the basis of high, medium, low performance category.

# RESULTS





# Conclusion

- \*The analysis of the employee dataset reveals key performance trends and influencing factors, such as Performance score, Current employee rating and their performance level.
- \*Benefits of doing this performance analysis we can easily identify the most efficient and poorest employee among all.
- \*Once we identified efficient employee we can give them some more bonus or complimentary gifts to acknowledging their work efficiency and motivating them to do their best like ever.
- \*For the less efficient employee we can try to train them more to increase their work efficiency which can help enhance overall productivity and employee satisfaction.