### **Employee Data Analysis using Excel**



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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



### PROBLEM STATEMENT

#### •Background:

Provide context about the organization or department. For instance: "In a rapidly growing technology firm, the human resources department is struggling to effectively monitor and enhance employee performance."

#### •Problem Identification:

Specify the core issue. For example: "The current performance evaluation system lacks consistency and transparency. resulting in unclear performance metrics and dissatisfaction among employees."

#### •Implications:

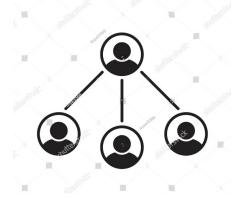
Describe the impact of the problem. For instance: "This inconsistency has led to decreased employee more le, lo productivity, and increased turnover rates, which affects overall team performance and organizational growth

### **PROJECT OVERVIEW**

Employee Data Analyst is a specialized role focused on analyzing and interpreting data related to employees within an organization. Identify trends and patterns in employee performance, turnover rates, engagement levels, and other key metrics



### WHO ARE THE END USERS?







**Department Managers** 

**Employees** 

**Recruitment Teams** 

### **OUR SOLUTION AND ITS VALUE PROPOSITION**



Conditional formatting is used to identify any blank or missing columns or rows.

**Filter** removed from data sheet since it was being exploited for data non-use

A formula is utilized in the data sheet for certain performance in certain rows and columns.

Pivot are used in data sheets o view reports and verify data.

**Graph** is used for data visualization

# **Dataset Description**

- Employee data set in Kaggle
- Total 26- features
- We have used 9 features
- 1. Employee ID in numerical
- 2. Name: First and last
- 3. Employee type: Full-time. Part-time. Contract
- 4. Performance Level: Very High. High. Low. Mid.
- 5. Gender: Male & Female
- 6. Employee Rating in Numerical values.
- 7. Business unit
- 8. Slicers
- 9. Trend line

## THE "WOW" IN OUR SOLUTION

• Performance Level =IFS(Z8>=5."VERY HIGH".Z8>=4."HIGH". Z8>=3."MID".TRUE."LOW")



### **MODELLING**

#### Data collection

- 1. Downloaded Kaggle for project submission
- 2. Logged in Edunet website to update the profile and certification
- 3. Github has been signed up to generate the github link
- Feature Collection
- 1. Data validation
- 2. Conditional Formatting
- Data cleaning
- 1. Missing values identify
- 2. Missing values making filter out.
- Performance Level
- 1. Current employee rating
- 2. Considering Male and female.

## **MODELLING**

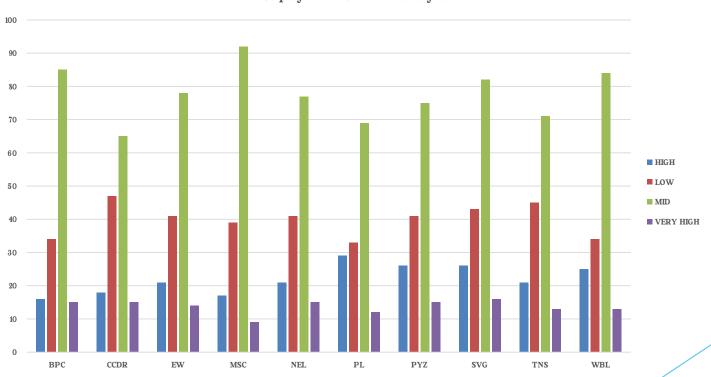
- Summary
- 1. First we have selected the selective column of data we need to Performance analysis
- 2. Next we have removed the Blank data though conditional Formatting
- 3. The we have filter the data and unselected the Blank
- Visualization
- 1. We have used the Pivot table.
- 2. We have used the graph for the performance analysis.
- 3. We have used slicer and axes.
- 4. We have used the filter and trendline.

## **RESULTS**



# **RESULTS**





### conclusion

Understanding performance trends helps in creating personalized development plans that support employees' career growth and align their goals with organizational objectives. Recognizing and rewarding high performers based on performance data boosts employee morale and motivation. This can lead to increased job satisfaction and retention. The analysis reveals individual and team strengths, as well as areas where improvement is needed. This understanding allows organizations to leverage high performers effectively and address performance gaps, systematically analyzing performance data, organizations can make informed decisions that enhance employee development, optimize performance, and support overall strategic goals. By integrating performance analysis into the organizational culture, companies can foster a high-performance environment that drives success and growth.