Employee Data Analysis using Excel

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PROJECT TITLE

Employee Performance Analysis using Excel

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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

To systematically evaluate and improve employee performance within an organization by leveraging Microsoft Excel as a tool for data analysis. The goal is to develop a comprehensive performance analysis model that facilitates data-driven decision-making and supports the organization's objectives of enhancing employee productivity and satisfaction.
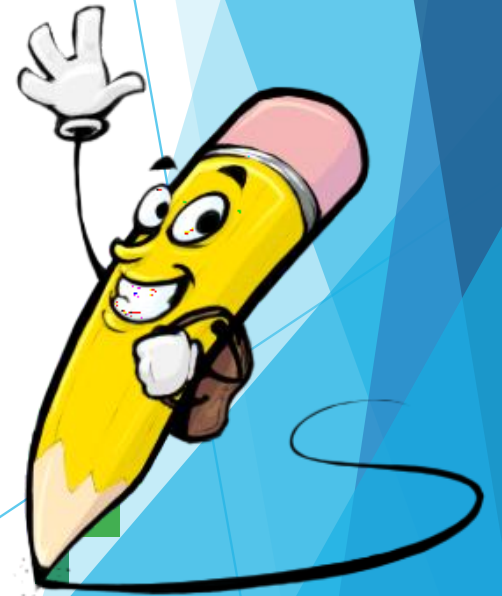
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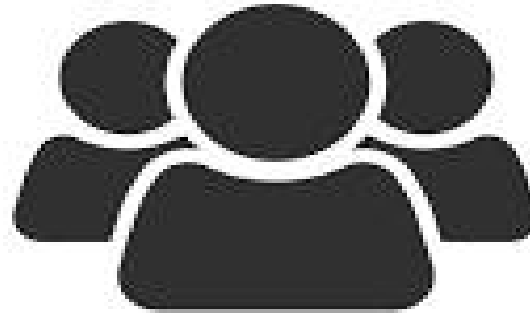
PROJECT OVERVIEW

Develop a Performance Analysis
Framework
Build Analytical Tools
Enhance Data Visualization
Provide Actionable Insights

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WHO ARE THE END USERS?

➤ EMPLOYEE

➤ EMPLOYER

➤ MANAGER

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OUR SOLUTION AND ITS VALUE PROPOSITION

Conditional formatting
Filter-remove
Formula-performance
Pivot-summary
Graph-data visualization

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Dataset Description

➤ emloyee=-Kaggle
➤ 26-features
➤ 9-features
➤ Employee id-num
➤ Name-text
➤ Employee type
➤ gender-male female
➤ employee rating-num

THE "WOW" IN OUR SOLUTION

PERFORMANCE=IFS(Z1>=5,"VERYHIGH",Z1>=4,"HIGH",Z1>=3,"MED",TRUE,"LOW")

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MODELLING

1. **Data Collection:**

   - **Sources:** Performance reviews, KPIs, attendance records, productivity metrics, and feedback.

   - **Process:** Gather and compile data into a structured format.

2. **Feature Collection:**

   - **Features:** Employee ID, department, job title, performance ratings, sales figures, project metrics, attendance, productivity, peer reviews, and self-assessments.

3. **Data Cleaning:**

   - **Tasks:** Validate data accuracy, standardize formats, normalize values, remove duplicates, and correct errors.

4. **Performance Level:**

   - **Assessment:** Define metrics, calculate performance scores, categorize levels, and analyze trends to identify high and low performers.
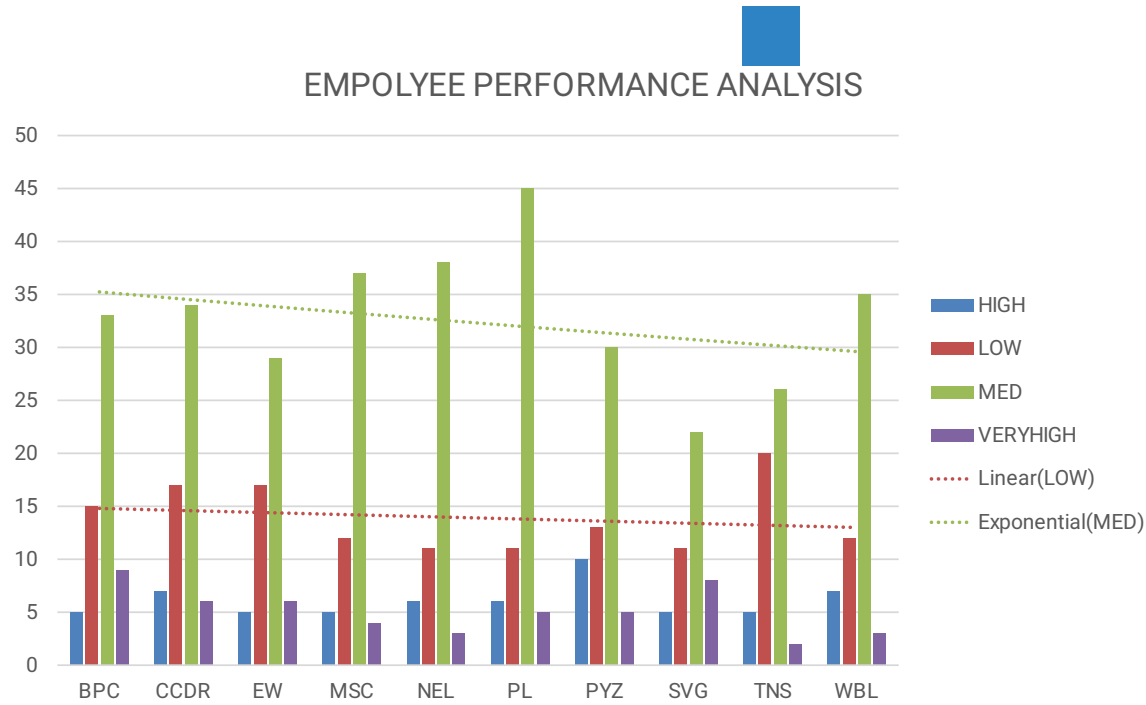
5. **Summary:**

   - **Overview:** Summarize key findings, visualize data with charts and dashboards, and provide actionable recommendations for improvement.
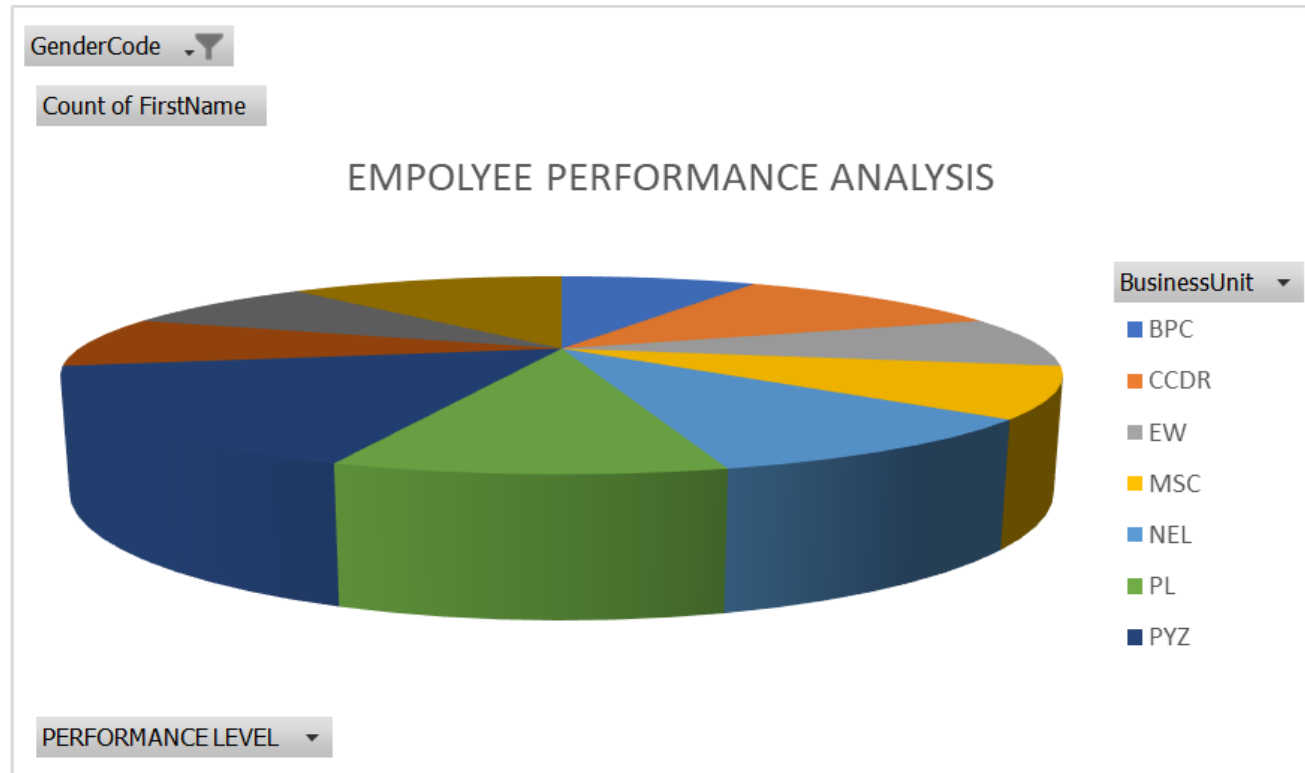
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RESULTS

EMPOLYEE PERFORMANCE ANALYSIS

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RESULT

conclusion

The "Employee Performance Analysis using Excel" project successfully leverages Microsoft Excel to provide a detailed, data-driven approach to evaluating and improving employee performance. By systematically collecting, cleaning, and analyzing performance data we executed the project.

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