\*Power BI Dashboard Report: Employee Details\*

1. Executive Summary

Brief overview of the dashboard's purpose (e.g., analysing employee data for HR decision-making).

Key questions the dashboard addresses (e.g., employee demographics, performance metrics, salary distribution, etc.).

2. Data Overview

- Description of the dataset:

- Number of employees.

- Key columns (e.g., Name, Department, Role, Salary, Joining Date, etc.).

- Time period covered (if applicable).

3. Key Insights

- Highlight the most critical insights derived from the dashboard:

- Employee Distribution: Breakdown by department, location, or role.

- Salary Analysis: Average salary, highest/lowest earners, salary distribution by department.

- Tenure Analysis: Average tenure of employees, retention rates, etc.

- Diversity Metrics: Gender or age group distribution (if applicable).

- Performance Metrics: KPIs such as targets achieved, appraisal ratings, etc.

4. Visualizations

- Description of key visuals and their significance:

- Bar charts for salary comparisons by department.

- Pie charts for demographic distributions.

- Line charts for trends (e.g., headcount over time).

- Tables or cards for high-level KPIs.

5. Recommendations

- Based on the insights, provide actionable recommendations:

- Focus on departments with high turnover rates.

- Address pay disparities or adjust salary benchmarks.

- Invest in training for underperforming teams or roles.

6. Conclusion

- Summarize the report findings.

- Highlight the value of the dashboard for decision-making.