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

Employee data is scattered across multiple Excel sheets, making consolidation and analysis challenging.

Manual reporting and limited data visualization capabilities hinder effective insights generation and communication.

Lack of automation and advanced Excel skills lead to inefficient data analysis, missed trends, and poor decision-making.

PROJECT OVERVIEW

- This project aims to leverage Excel's capabilities to analyze and gain insights from employee data, enhancing organizational decision-making and workforce management.
- By consolidating and organizing employee data from various sources into a centralized Excel dashboard, we will automate reporting, visualization, and analysis processes.
- The project will deliver actionable insights, enabling HR and management to make data-driven decisions, optimize workforce planning, and improve employee satisfaction and retention.

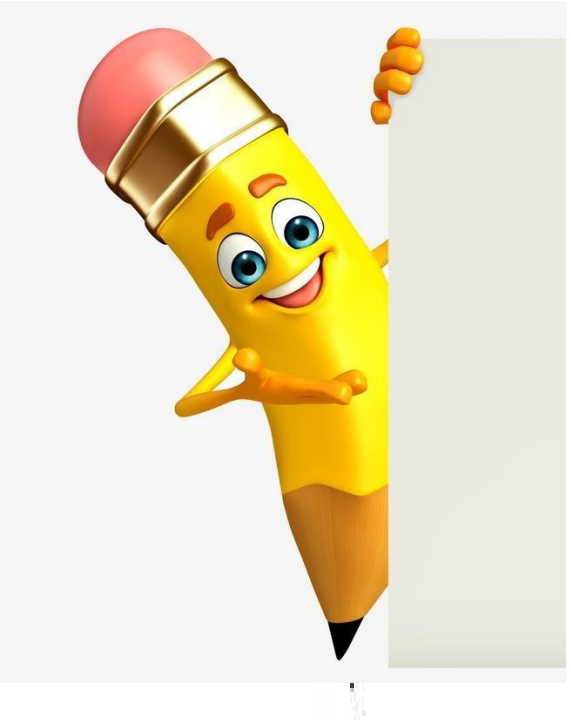
WHO ARE THE END USERS?

1. Employees: Direct beneficiaries of insights generated, leading to improved:
   Career development opportunities
   Training and upskilling programs
   Performance management and feedback
   Employee engagement and satisfaction

2. HR Professionals: HR managers, recruiters, and generalists who:
Create personalized development plans for employees
Identify and address skills gaps
Enhance employee experience and retention

3. Managers and Supervisors: Department heads, team leads, and supervisors who:
Receive data-driven insights for performance management
Identify top performers and areas for improvement Develop targeted coaching and development plans.

OUR SOLUTION AND ITS VALUE PROPOSITION



- Conditional formatting can help make patterns and trends in your data more apparent. To use it, you create rules that determine the format of cells based on their values, such as the following monthly temperature data with cell colors tied to cell values.

- The FILTER function in Excel is used to filter a range of data based on the criteria that you specify. The function belongs to the category of Dynamic Arrays functions. The result is an array of values that automatically spills into a range of cells, starting from the cell where you enter a formula

- Pivot-The Check Performance button is available in the Review tab in Excel, and it may appear automatically in a notification popup if Excel detects cells with unnecessary formatting. That will open the Workbook Performance pane, with an explanation of some data Excel can delete for you.

- Data visualization in Excel refers to the graphical representation of data using various charts, graphs, and other visual elements. It helps users to understand and analyze complex data more effectively by revealing patterns, trends, and relationships within the data.

Dataset Description

- Employees = Kaggle
- 26- Features
- 9- features
- Employee Id- Numerous
- Name-Text
- Employee type
- Performance level
- Gender-Male Female
- Employee Rating-Numerous
- Formula
- Pivot Table
- Graph

THE "WOW" IN OUR SOLUTION

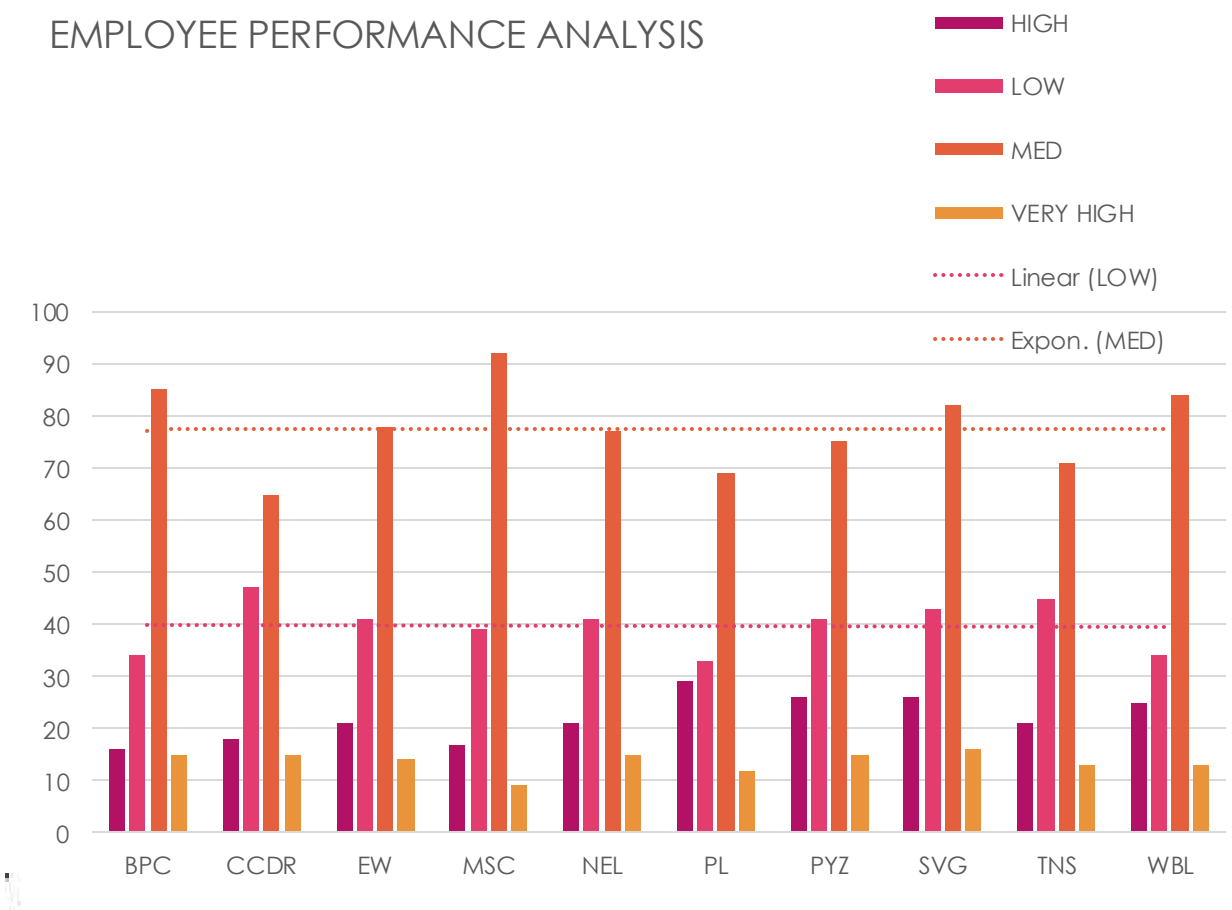
•PERFORMANCE LEVEL=IF(Z8>5,”VERY HIGH”,Z8>=4,”HIGH”,Z8>3,”MED”,LOW”,)))

MODELLING

Data collection

- Edunet Dashboard Feature collection
- Employee id
- Employee name
- Employee status
- Employee performance Data Cleaning
- Identify the missing value
- Filterout Performance level
- Employee performance score
- Employee current ratings Summary
- Pivot table
- Slicer
- Cluster chart

RESULTS


EMPLOYEE PERFORMANCE ANALYSIS
HIGH
LOW
MED
VERY HIGH
Linear (LOW)
Expon. (MED)
100
90
80
70
60
50
40
30
20
10
0
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL

conclusion

In this employee performance analysis, employees will receive ratings based on their performance as classified by the analysis.