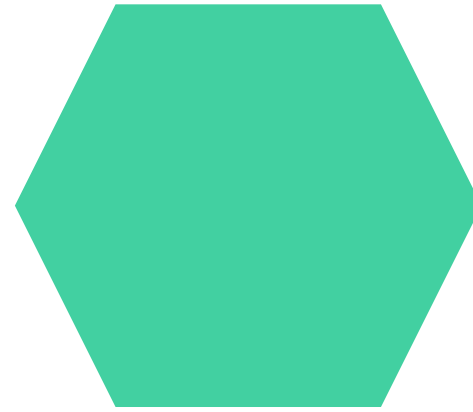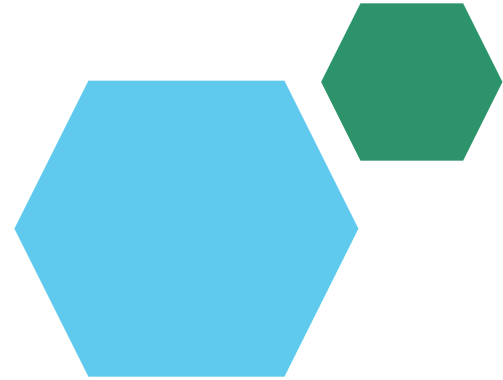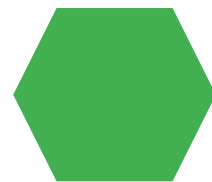# Employee Data Analysis using Excel

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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

To effectively evaluate and enhance employee performance, the company needs a systematic approach to analysis various performance metrics

PROJECT OVERVIEW

- This project aims to create a comprehensive employee performance analysis system using Excel.
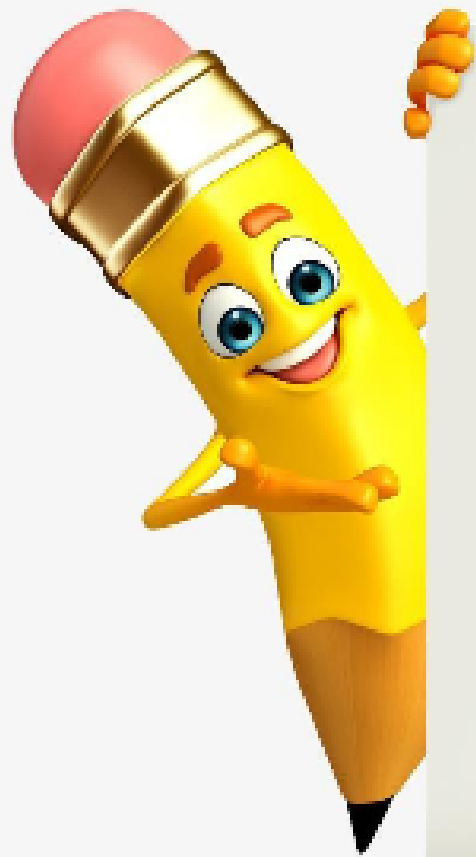
WHO ARE THE END USERS?

- HR managers: For evaluating employee performance identification training needs and making promotion decision

- Employee: To receive feedback and understand areas for improvement

OUR SOLUTION AND ITS VALUE PROPOSITION

- Data consolidation: Aggregate performance data from various sources into a unified Excel workbook

- Reporting: generate periodic reports summarising performance trends and actionable insights.

Dataset Description

- Employee data: Contains basic information such as employee ID, name, department and role

- Attendance records: Tracks attendance, punctuality and absenteeism

THE "WOW" IN OUR SOLUTION

- Descriptive statistics: calculate averages,total, and percentages to over all performance.

MODELLING

- Trend Analysis: use time series analysis to track performance changes over time

- comparative analysis:compare individual and team performance using pivot tables and charts

RESULTS

- performance trends: Discuss finding from trend analysis, such as improvement or decline in performance overtime

- High and performers: identify to performance and those needing improvement Based on the KPIs

conclusion

- The Excel-based employee performance analysis system provides a robust framework for evaluating and improving employee performance.by consolidating data performance detailed analysis and make informed decision that enhance productivity and employee satisfaction