

Employee Data Analysis using Excel



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PROJECT TITLE



Employee performance scorecard
in excel



AGENDA

1. It contains data & coloring rules.
2. Set up conditional formatting such that you can highlight the data based on the rules
3. Bonus points if you can set up conditional formatting rules such that they work on any sheet (assuming each department has their own sheet of data in same format)
4. Share your rules & solution with us in comments
5. Feel jolly good knowing that you are awesome in Excel.



PROBLEM STATEMENT

To write a problem statement on employee performance, you need to identify the specific area of performance that is problematic, such as low productivity, high absenteeism, or poor quality of work. Then, you should describe the impact of this problem on the organization, such as decreased revenue or dissatisfied customers.



PROJECT OVERVIEW

An employee performance review is one of the best ways to identify what's working—and what can be improved. This is also a great opportunity to communicate how a team member is pacing against organizational goals and personal objectives.



WHO ARE THE END USERS?

Absence rate

**Employee satisfaction,
Employee engagement rate
Employee innovation index
Net promoter score
Customer satisfaction index
Goal achievement rate
Skills development, and;
Level of collaboration.**

OUR SOLUTION AND ITS VALUE PROPOSITION



A value proposition, sometimes called a brand proposition or core proposition, might be the difference between losing a sale and closing it. In other words: A great value prop is an essential conversion factor.

For that reason, it's important to create one that accurately represents your products and services, distinguishes you from competitors, and makes it clear why you're the best choice.

Dataset Description

A properly designed database provides you with access to up-to-date, accurate information. Because a correct design is essential to achieving your goals in working with a database, investing the time required to learn the principles of good design makes sense.

THE "WOW" IN OUR SOLUTION

online accessible information organized and stored in structured databases is the content of deep web . The content of such databases is presented to the user as dynamic web pages being created to answer user's query, and thus standard search engines can hardly index and find them [1, 2]. Therefore, searching on the Internet today can be compared to dragging a net across the surface of the ocean.



MODELLING

A relevant review of an employee's work is essential for the organization's overall development. Continuous feedback from the supervisor can boost the employee's performance and benefit the whole business.

Thus, an effective performance management model, which typically includes performance appraisal and employee development, is one of the strongest assets of the human resources department.

RESULT

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Review your past performance: Consider your accomplishments and areas for improvement.

Focus on the future: Think about how you can improve and what you want to achieve.

Be honest: Acknowledge any problems that might be affecting your performance.

Ask questions: Show that you're interested in improving and learning by asking questions about your performance.



conclusion

Avoid negativity

Keep your answer brief and try not to be negative.

Be objective

Try to be just and objective when giving feedback, and put your personal thoughts aside.

Acknowledge accomplishments

Commenting on your performance review can help clarify misunderstandings and provide context for your work.