Employee Data Analysis using Excel

STUDENT NAME: SAKTHIVEL S C
REGISTER NO: 312206714
NM ID: 4BF9507398AF6B685D44AA9918022BE5
DEPARTMENT: B.com Accounting and Finance
COLLEGE: A M Jain College

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

We are doing this employee performance analysis to identify the total performance given by an employee and the improvement made by them. Which can be identified by tracking their day to day activities of the employee.

PROJECT OVERVIEW

.The objective of the Employee Performance Analysis project is to assess the efficiency and productivity of employees through the utilization of data-driven insights. This initiative will concentrate on pinpointing key performance indicators, trends, and elements that affect employee performance across different departments. Information including attendance records, task completion rates, project results, peer assessments, and managerial evaluations will be gathered and examined employing statistical methods, machine learning algorithms, or data visualization techniques.

WHO ARE THE END USERS?

The end users of an Employee Performance Analysis include:

*Human Resource Manager (HR)

*Managers and Team Leaders (TL)

*Senior Executives

*Employees

*IT/Data Analysts

OUR SOLUTION AND ITS VALUE PROPOSITION

Conditional formatting – missing cells

Filter – remove missing row

Formula – performance

Pivot – summary

Graph- data visualization

Dataset Description

Employee data from Kaggle

Total features= 26

Features taken= 9

Employee ID Number

Name of the Employee

Employment type

Performance level

Gender of the employees

Employee rating

THE "WOW" IN OUR SOLUTION

Formula for calculating the perfomance level of the employee:

Performance level =IFS(Z8>=5,"VERY HIGH",Z8>=4,"HIGH",Z8>=3,"MED",TRUE,"LOW")

MODELLING

DATA COLLECTION : From (Kaggle)

FEATURE COLLECTION : Identifying the features from the data.

DATA CLEANING :

* Identified missing values.
* Filtering out missing values.

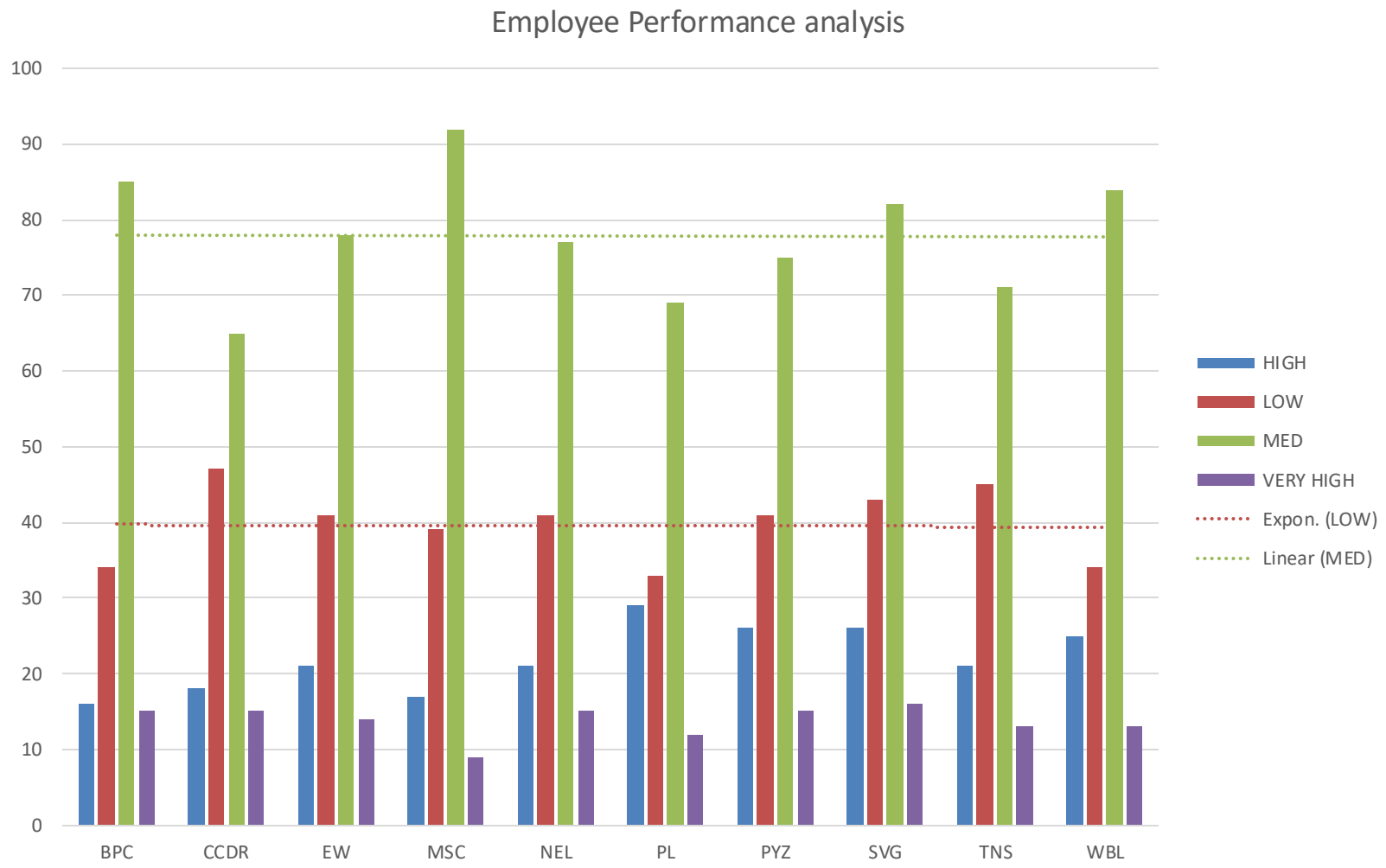
PERFORMANCE LEVEL :

* Using the column AA
* Using formula - =IFS(Z8>=5,"VERY HIGH",Z8>=4,"HIGH",Z8>=3,"MED",TRUE,"LOW")

PIVOT TABLE :

* Chose fields to be added to the report.
* Prepared Bar chart using the report.

RESULTS


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

conclusion

The analysis of employee performance, illustrated in the pivot chart, reveals diverse performance levels among various business units.

There is notable inconsistency in performance metrics within each unit. For instance, units like PL and SVG show a greater number of employees classified in the "VERY HIGH" performance category, in contrast to units such as BPC and CCDR.

The inclusion of linear and exponential trend lines for the "MED" and "LOW" performance categories indicates an effort to depict the overall performance trends across the units. The linear trend for "MED" suggests a consistent performance distribution, whereas the exponential trend for "LOW" may imply fluctuations in low performance levels across the units.

Business units exhibiting a higher prevalence of "LOW" performance may require focused interventions, including enhanced training or performance improvement strategies.

Conversely, units with a significant number of "VERY HIGH" performers could gain from acknowledging and potentially promoting these individuals, as well as analyzing the practices that lead to their high performance.