

HR Analytics Dashboard

Building data-driven insights for workforce management using Power BI



Project Objective



Analyze Attendance

Track employee attendance patterns and identify trends across departments



Performance Insights

Evaluate employee performance metrics to support HR decision-making



Actionable Intelligence

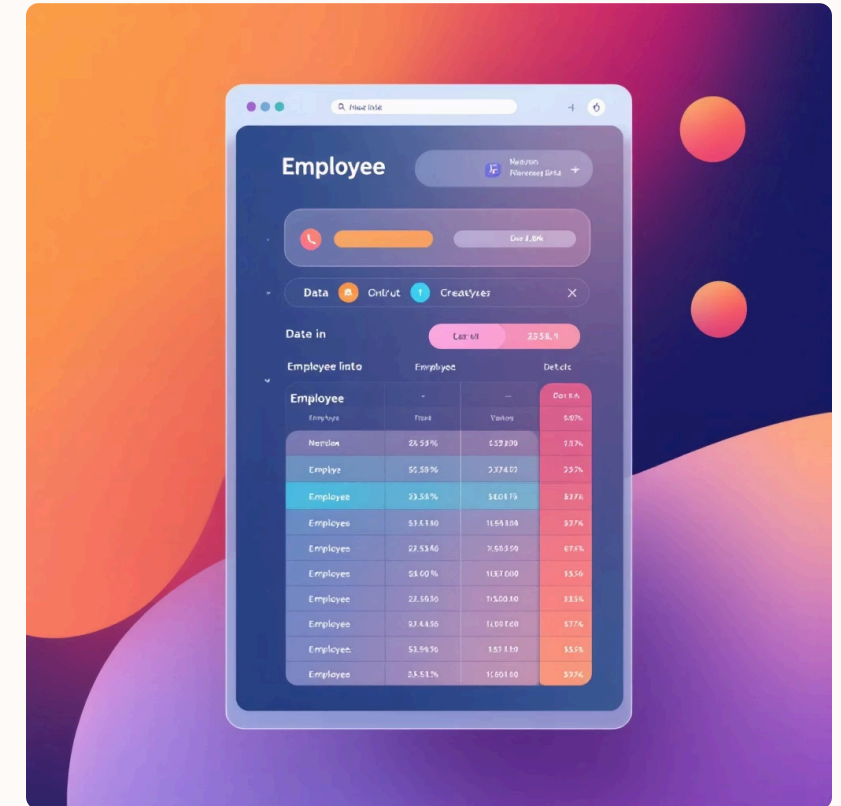
Provide HR managers with data-driven insights for strategic workforce planning

Dataset Overview

Data Fields

- Employee ID and Name
- Department and Designation
- Attendance Days
- Leave Count
- Performance Scores

Dataset imported from Excel and cleaned using Power Query for accurate analysis.





Data Cleaning & Transformation

01

Remove Duplicates

Eliminated duplicate records and null values to ensure data integrity

02

Correct Data Types

Standardized date, text, and number formats for consistency

03

Create Calculations

Added new calculated columns for enhanced analysis

04

Optimize Fields

Filtered unnecessary fields and renamed columns for clarity

DAX Measures

Data Analysis Expressions enabled calculation of key metrics and dynamic dashboard updates.

Total Attendance

`SUM(Attendance Days)`

Average Attendance

`AVERAGE(Attendance Days)`

Total Leave

`SUM(Leave Count)`

Performance Score

`AVERAGE(Performance Rating)`

Attendance Percentage

`(Attendance Days / Total
Working Days) * 100`

Dashboard Components



KPI Cards

Display critical metrics including Total Employees, Total Attendance, and Average Performance at a glance



Line Charts

Visualize monthly attendance trends to identify patterns and seasonal variations



Data Tables

Present detailed employee information for drill-down analysis and reporting



Key Insights

Seasonal Trends

Certain months showed attendance drops, likely due to holidays or seasonal patterns requiring HR attention

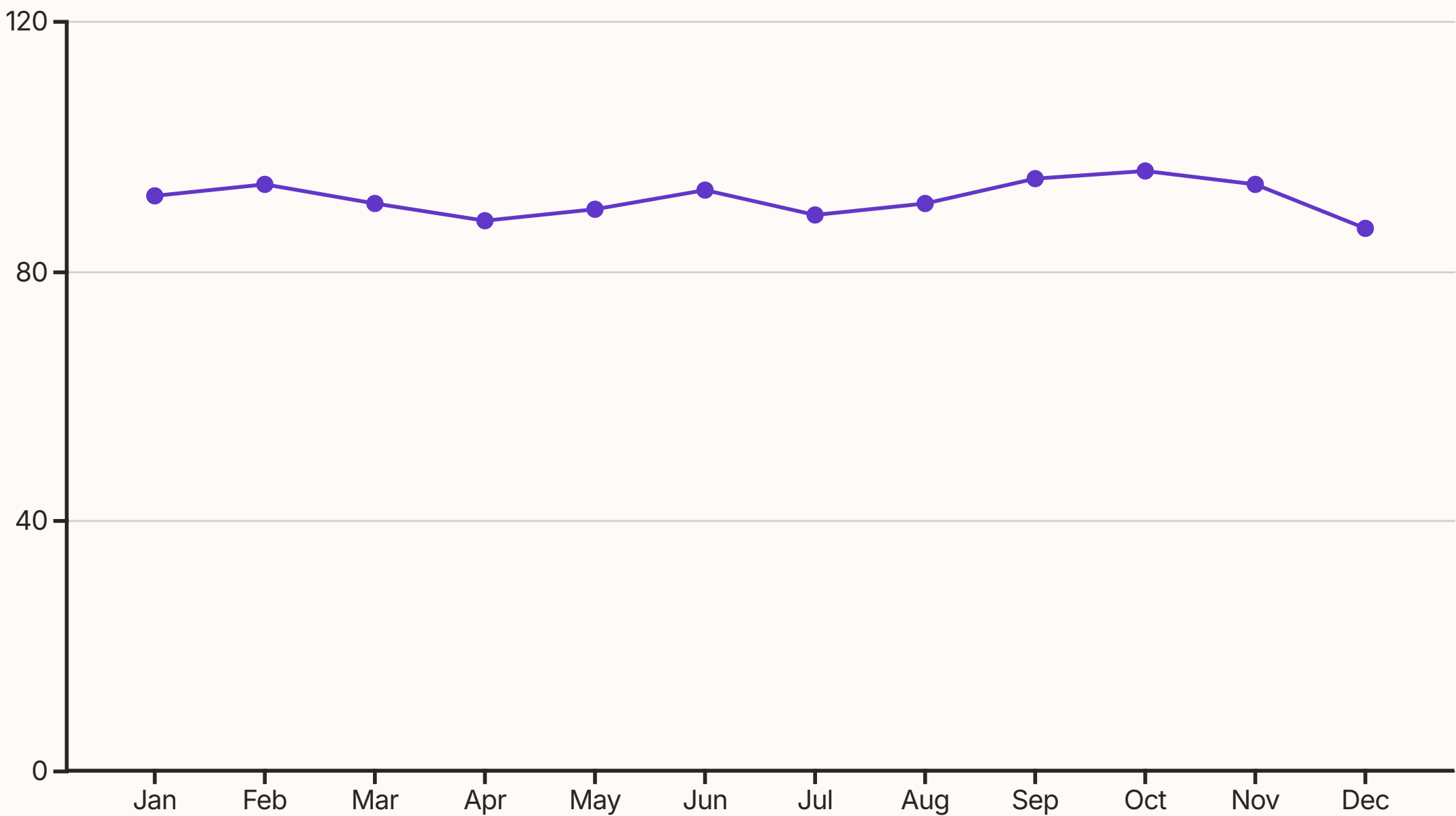
Absenteeism Patterns

Identified employees with consistent absenteeism that could benefit from targeted HR intervention

Performance Growth

Overall performance improved slightly during the last quarter, indicating positive workforce engagement

Attendance Analysis



Monthly attendance trends reveal seasonal patterns and opportunities for HR policy improvements.

Impact & Value

Workforce Optimization

The dashboard empowers HR teams to identify attendance issues early, address absenteeism proactively, and develop policies that boost productivity and employee satisfaction.



Conclusion

This HR Analytics Dashboard demonstrates the power of Power BI for workforce data visualization and analysis.



Power Query

Data transformation



DAX Measures

Advanced calculations



Visualizations

Actionable insights



Better Decisions

Improved outcomes

By combining these powerful tools, HR teams gain valuable insights into attendance, performance, and engagement—driving strategic workforce planning and organizational success.