

PROJECT REPORT

Project Title: HR Analytics Dashboard

The "HR Analytics Dashboard for Employee Retention" project involves the development of a comprehensive dashboard using Excel and Power BI to analyse employee data collected from a company. The data is provided by a friend working in the HR department, who has been tasked by her manager to create a dashboard aimed at increasing the company's retention rate by identifying key insights and trends related to employee turnover.

Key Features:

1. Data Collection and Cleaning:

The project begins with collecting raw data related to employee demographics, job roles, performance metrics, salary information. This data is then cleaned and processed to ensure accuracy and consistency for analysis.

2. Dashboard Design:

Using Excel and Power BI, the dashboard is designed to visualize key metrics and KPIs related to employee retention. The dashboard includes various interactive visualizations such as bar charts, line graphs, slicer and pie charts to present data in a clear and insightful manner.

3. Employee Attrition Analysis:

The dashboard provides insights into employee attrition rates, including the number of employees leaving the company over time, and turnover rates across different departments or job roles. This analysis helps identify areas of concern and potential causes of turnover.

4. Employee Engagement:

Metrics related to employee engagement are incorporated into the dashboard, such as total number of employees, average age, years at company. Trends in employee engagement levels are visualized to assess overall employee morale and satisfaction.

5. Interactive Filters and Drill-Down:

The dashboard features interactive filters and slicers, allowing users to explore data at different levels of granularity. Users can filter data by department, gender, salary range, or any other relevant criteria to gain deeper insights into specific segments of the workforce.

Project Objectives:

- Analyse employee data to identify patterns, trends, and factors influencing attrition rates.
- Design an intuitive and user-friendly dashboard to visualize key HR metrics and KPIs.
- Provide actionable insights to HR managers for developing retention strategies and improving employee satisfaction.
- Empower HR stakeholders with interactive tools for exploring and analysing employee data in real-time.
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Final Outcome:

The final outcome of the "HR Analytics Dashboard for Employee Retention" project is a powerful and actionable tool that enables HR managers to make informed decisions and take proactive steps to improve employee retention. By using Excel and Power BI, the dashboard provides comprehensive insights into employee turnover, engagement, and satisfaction, ultimately contributing to the company's efforts to retain top talent and foster a positive work environment.

Thank You!!