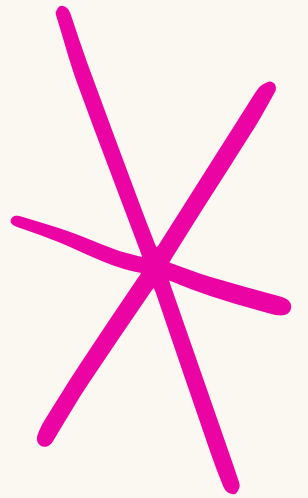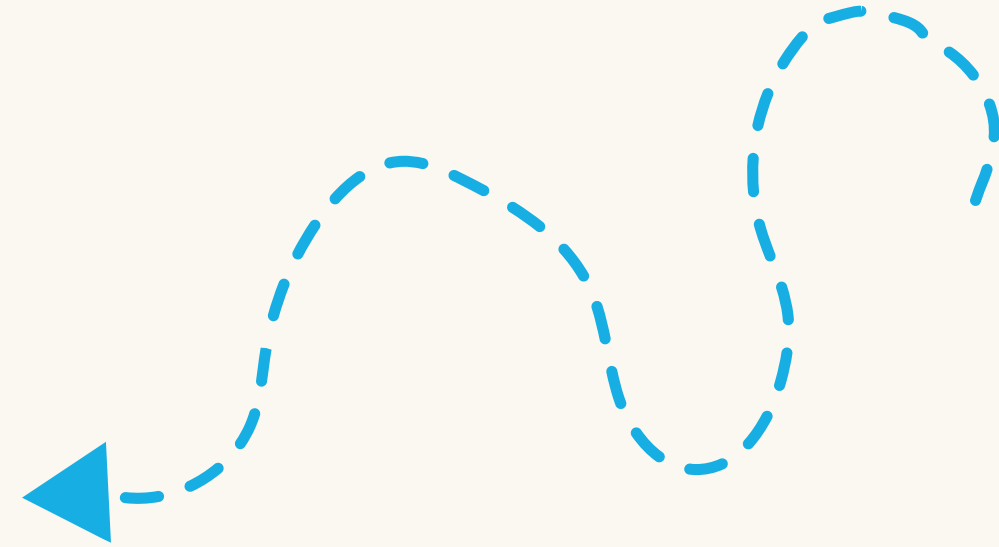# Employee Data Analysis using Excel

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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 analyze employee performance based on key performance indicators (KPIs), identifying patterns and areas for improvement, while taking into account factors such as productivity, efficiency, attendance, and task completion, in order to optimize overall organizational performance and decision-making

PROJECT OVERVIEW

To analyse the performance based on some factors like Gender of the employee, performance of the employee , employee type etc., in order to findout the trendlines of medium and low employee performance

WHO ARE THE END USERS?

The end users of the Employee Performance Analysis project include:HR Managers: To evaluate employee performance, manage appraisals, and design improvement plans.Team Leaders/Managers: To monitor team performance and provide feedback or support.Executives: To make strategic decisions based on workforce efficiency and productivity.Employees: To gain insights into their performance and identify areas for personal growth.Analysts: To analyze performance data for trends and optimization opportunities.

OUR SOLUTION AND ITS VALUE PROPOSITION

1 . Conditional formating – To identify blank
 2 . Filter – to remove blank
 3. Formula – To identify employee performance level
4. Pivot table – summary
5. Graph – data visualization

Dataset Description

Employee dataset – edunet dashboard 27 features
 1. Empl I'd 2. First name 3. Last name
4.business unit 5. Employee status 6. Employee type
7.employee classification type 8.gender code
9.performance score 10.current employee rating
 11.performance level 12.martial desc
13.race desc 14. Location code 15. Job function description
 16. State 17. DOB 18.division 19.department type
20.termination description 21.termination type
22.Payzone 23.start date 24. Exit date
25. Title 26. Supervisor 27. ADEmail

THE "WOW" IN OUR SOLUTION

Performance level=IFS (z8>=5,"VERY HIGH",z8>=4"HIGH", z8>=3,"MED", TRUE, LOW)

MODELLING

Data collection 1. Collected data from edunet dashboard
Feature collection 1 . Collected overall features from employee dataset excel 2. Selected particular features
Data cleaning 1. Identified blank by applying conditional formating 2 . Removed blank by applying filter
Performance level1. Calculated performance level by using the current employee rating Summary 1 . prepared pivot table 2 . Filtered pivot table
 Visualization 1. Prepared a graph using pivot table data 2 . prepared trendlines for medium and low performance

RESULTS

No data to display
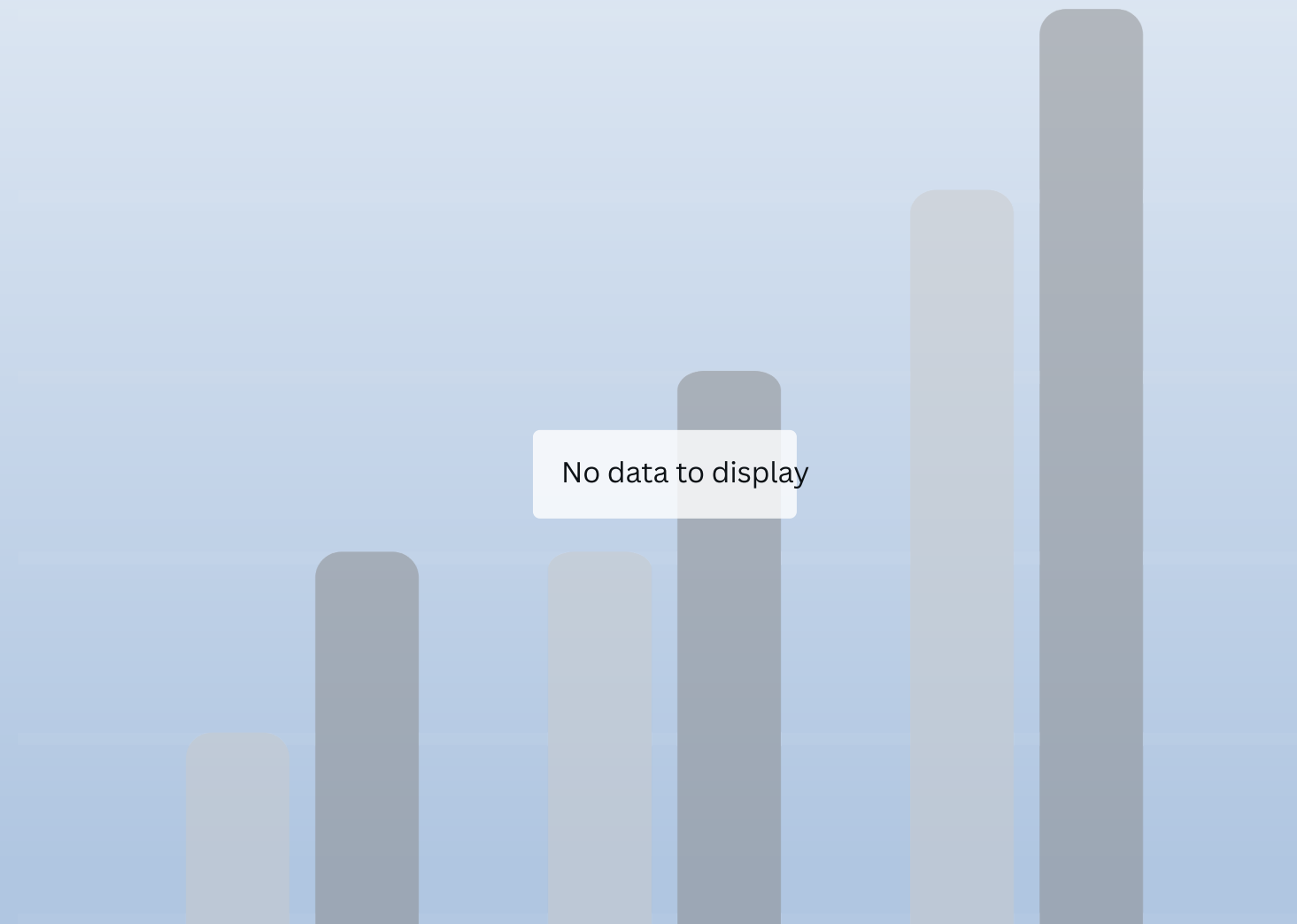
conclusion

In conclusion, employee performance analysis helps identify strengths, areas for improvement, and opportunities for growth. It enables better decision-making, increases productivity, and aligns individual goals with organizational objectives. Regular performance assessments foster a culture of continuous development and contribute to overall business success