

# Employee Data Analysis using Excel



STUDENT NAME: Pavithra N  
REGISTER NO : 312215849  
DEPARTMENT : B.Com(A&F)  
COLLEGE : Shri Shankarlal Sundarbai  
Shasun Jain College For Women



**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

- Inaccurate or biased evaluations
- Lack of transparency and consistency
- Inefficient use of manager's time
- Limited employee growth and development opportunities
- High employee turnover rates



# PROJECT OVERVIEW

- Design and implement a fair, transparent, and data-driven employee performance appraisal system that:
  - Streamlines the evaluation process
  - Enhances accuracy and consistency
  - Supports employee growth and development
  - Aligns with business objectives
  - Improves overall employee experience



# WHO ARE THE END USERS?



- Managers/Supervisors
- HR Business Partners
- Department Heads/Leaders
- Learning and Development Teams



# OUR SOLUTION AND ITS VALUE PROPOSITION



- Streamlines the evaluation process: Automates paperwork, reduces administrative burdens, and saves time for managers and employees.
- Enhances accuracy and consistency: Uses data analytics and objective criteria to minimize biases and ensure equitable evaluations.
- Supports employee growth and development: Provides personalized feedback, skill assessments, and tailored development plans to foster growth and career advancement.

# Dataset Description

- Employee data set taken from edunet dash board
- In dataset, out of 26 dats I took only 9 features out of it.
- The selected 10 features are listed below:
  1. Employee ID
  2. First name
  3. Last name
  4. Business unit
  5. Employee type
  6. Employee Status
  7. Employee classification type
  8. Gender code
  9. Performance Score
  - 10.Current employee rating



# THE "WOW" IN OUR SOLUTION



FORMULA FOR PERFORMANCE LEVEL CALCULATION

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



# MODELLING

## 1) DATA COLLECTION

The data has been collected through Edunut dash board.

## 2) FEATURE COLLECTION

The listed 10 features were taken for the analyses of data

## 3) DATA CLEANING

Identifying the missing values

Filtering of those missing values.

## 4) CALCULATION OF PERFORMANCE LEVEL

By considering the Current employee rating, I found the performance level using the formula.

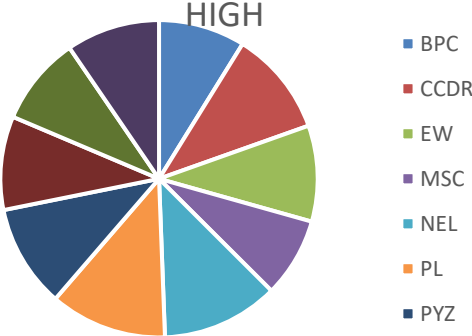
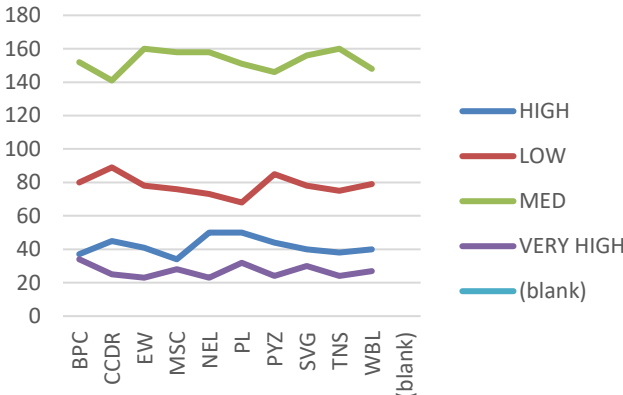
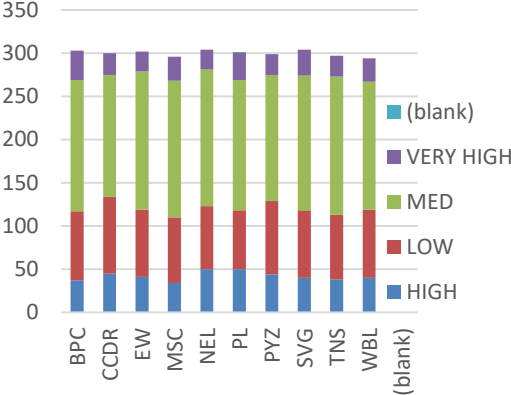
## 5)SUMMARY OF PIVOT LEVEL

Segregating od certain features to rows, columns, heading and so on.

## 6) VISUALIZATION:

Once completed with pivot table, created the graph for precise visualization.

# RESULTS



# conclusion

In conclusion, employee performance appraisals are a crucial aspect of talent management in any organization. By leveraging technology, data analytics, and fair evaluation methods, businesses can:

- Enhance employee engagement and motivation
- Improve performance and productivity
- Develop and retain top talent
- Foster a culture of continuous feedback and growth
- Drive business success through aligned objectives