

# EMPLOYEE DATA ANALYSIS USING EXCEL

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## PROJECT TITLE

EMPLOYEE DATA 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

- Track employee performance rating overtime
- Identify top performers and underperformers
- Analyze performance by department, job role, and other categories
- Visualize trends and correlations in performance data
- Enable filtering and drill-down capabilities for in-depth analysis

## PROJECT OVERVIEW

- Effective employee performance management is crucial for organizations to achieve their goals and objectives.
- This project will involve collecting and cleaning employee performance data, designing and developing an interactive Excel dashboard, and creating a user guide and data dictionary for easy adoption.

## WHO ARE THE END USERS ?

- ❖ HR Managers
- ❖ Department Heads
- ❖ Team Leads
- ❖ Line Managers
- ❖ Talent Management
- ❖ Business Analysts
- ❖ Executives



## OUR SOLUTION AND ITS VALUE PROPOSITION

- Conditional formatting – mission
- Filter-Remove
- Formula – performance
- Pivot-summary
- Graph-data visualization



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**Conditional formatting:** Our Excel based Employee performance Analysis Solution utilizes Conditional formatting to provide a clear and intuitive visualization of Employee performance data.

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**Filter – Remove:** By incorporating filtering and removal capabilities, our solution empowers HR managers and leaders to efficiently analyze and visualize employee performance data, driving informed decision-making and business success.

**Formula – performance:** By leveraging formulas and performance metrics in Excel, our solution provides a powerful and efficient tool for employee performance analysis enabling HR managers and leaders to make informed decisions and drive business success.

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**Pivot- summary:** By leveraging pivot tables and summary reports in Excel, our solution provides a powerful and flexible tool for employee performance analysis, enabling HR managers and leaders to Make informed decisions and drive business success.

**Graph-data visualization:** By leveraging graphs and data visualization in excel our solution provides a powerful and intuitive tool for employee performance analysis, enabling HR managers and leaders to Make informed decisions and drive business success.

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DATASET DESCRIPTION

Employee=kaggle  
26-features  
9-features  
Emp id-num  
Name-text  
Name-text  
Emp type  
Performance level  
Gender- male female  
Employee rating-num



## THE “WOW” IN OUR SOLUTION

Performance level: =IFS(Z4>=5,"VERY HIGH",Z4>=4,"HIGH",  
Z4>=3,"MED",TRUE,"LOW")



## MODELLING

### Data collection

- 1)kaggale
- 2)Search employment performance dataset
- 3)Then download Employmen data

### Feature collection

- 1) Feature identify
- 2) colour filled blank values

### Data cleaning

- 1) Missing values identify
- 2) Missing values filterout

### Performance level

- 1)Calculate performance level
- 2)Using formula

### summary

- 1) open pivot table.
- 2) drag rows,cols,filters,values respectively businessunit,performance level, gender code, count of first name.
- 3) remove the blank option.

### visulazation

- 1)put recommended graph
- 2)filterout the linear and exponential features
- 3)To get pie chart for our reference.



- 1) Calculate performance level
- 2) Using formula

### summary

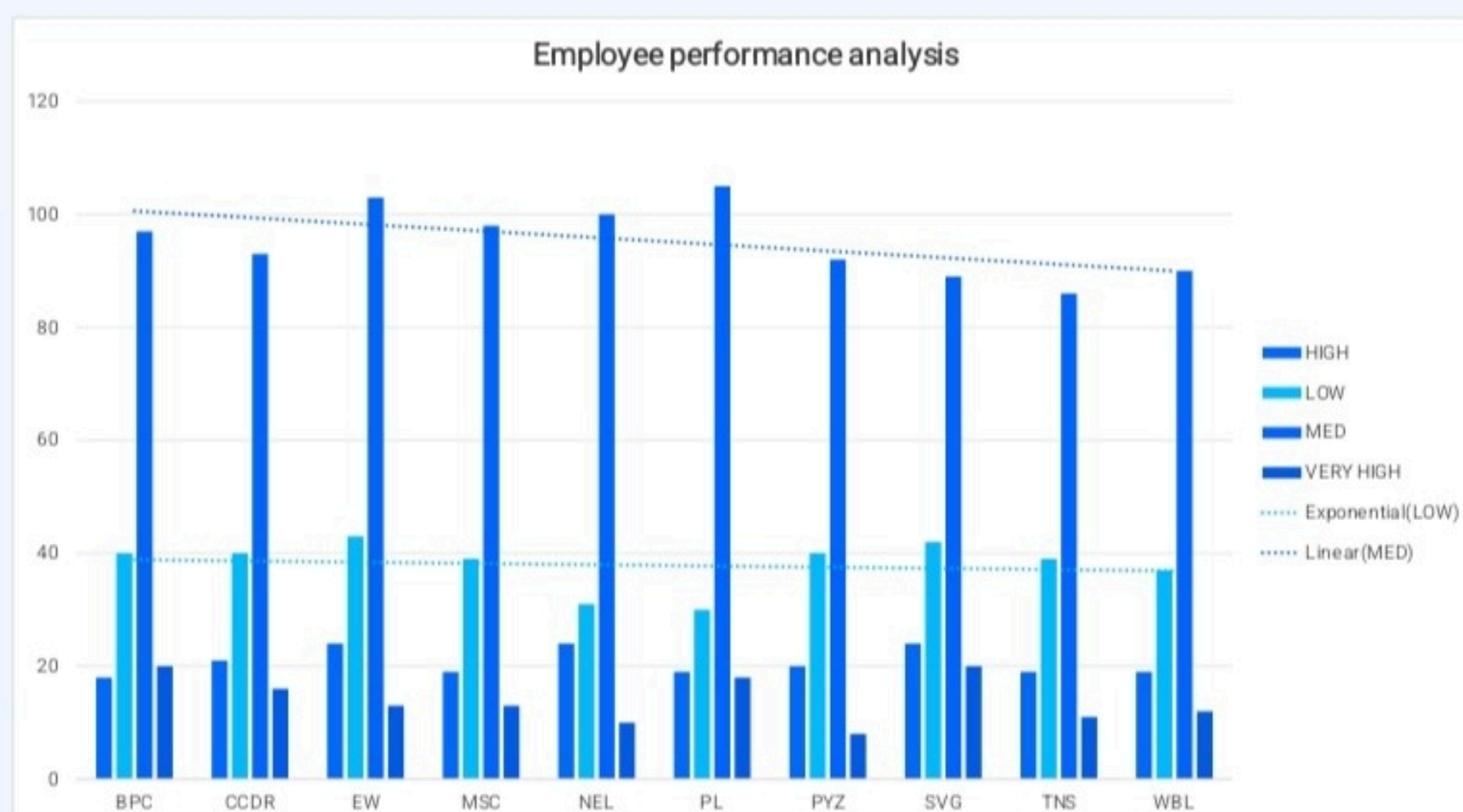
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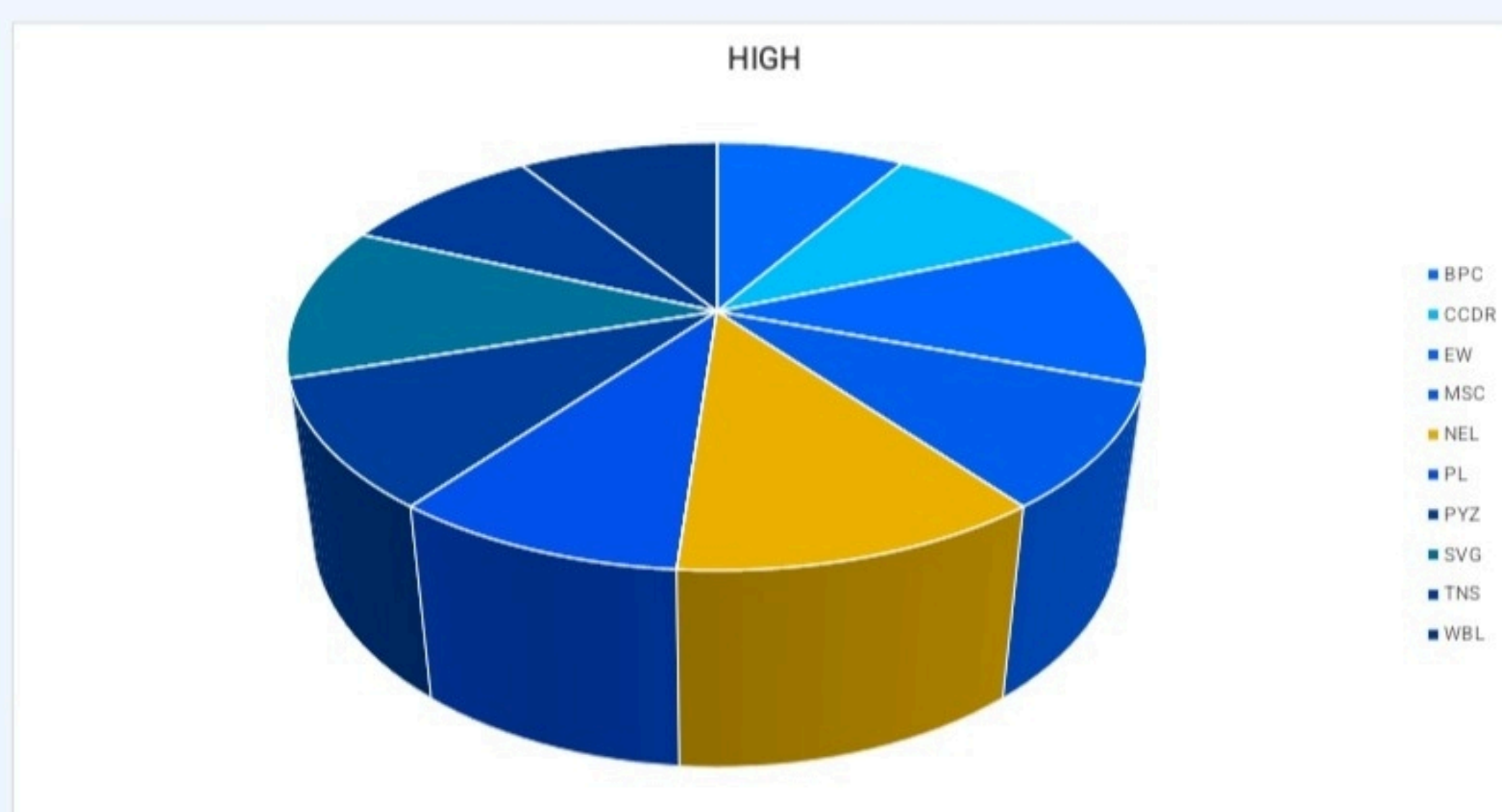
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## RESULT



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## CONCLUSION

Analyzing the employment performance dataset provides valuable insights into employee productivity, efficiency, and overall contribution to organizational goals.

Graphs play a crucial role in visualizing the data and useful for comparing individual employee performances.

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