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 STATEMEN

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- Employee performance analysis is made to identify the performance level of an employee in each department.
- It helps to track the activities and growth of the employees in wholly by department wise.
- And it helps to grant remuneration or appreciation for the respected one.

PROJECT OVERVIE

W Analyzing the performance of the employees by considering the various factors like rating,performance level,gender,zone,type etc.

- In order to identify the trend and performance on different cateogory in a company or in an organisation.
- And it helps to identify which sector’s performance is high,better and low

WHO ARE THE END USERS?

- Companies like IT sectors.
- Industries.
- Banks.
- Marketing field.

It helps to analyze the current status of their companies or organisations by hierarchical members.

OUR SOLUTION AND ITS VALUE PROPOSITION

- ✔ Conditional Formatting
- ✔ Filtering
- ✔ Formula used to identify performance level.
- ✔ Pivot table for summarising
- ✔ Graph- for data visualization (in units)
- ✔ Pie Chart- to figure out the overall performance percentage of the each department.

Dataset Description

- Employee data downloaded from edunet dashboard.
- Features:

  Totally 26 features were available. In that 11 features were considered.
- Employee ID - in numbers
- Names - in text
- Employee type.
- Performance level.
- Gender- male,female.
- Employee rating

THE "WOW" IN OUR SOLUTION

To identify the performance level.

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

MODELLING

Data Collection

- Downloaded the data from edunet student's dashboard.

Feature Collection:

- Highlighted data which is required using the fill option.

Data Cleaning:

- Identified the missing values using conditional formatting.
- Removed / Filtered the missing data using filter-filter by colour.

Performance level:

- Performance Analysis is based on Department type is filtered by gender (Male employees)

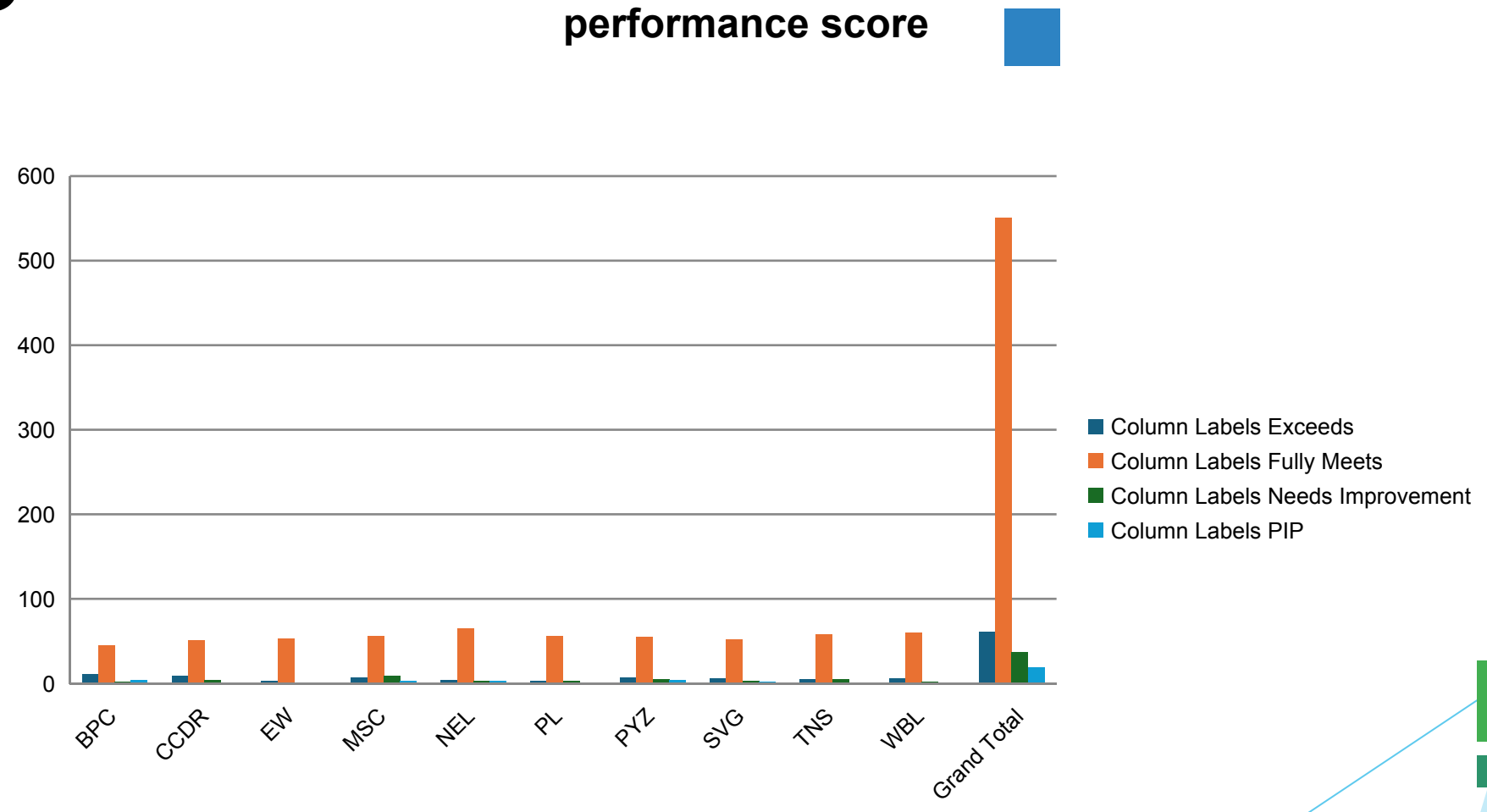
Summary:

- Pivot table is created to summarise the data.
- Row labels- It is considered as department type.
- Column labels-describe the performance level.
- Filter- By gender where I prefered the male employees in this data.
- Values- To make a count used first name for count of employees in each field.

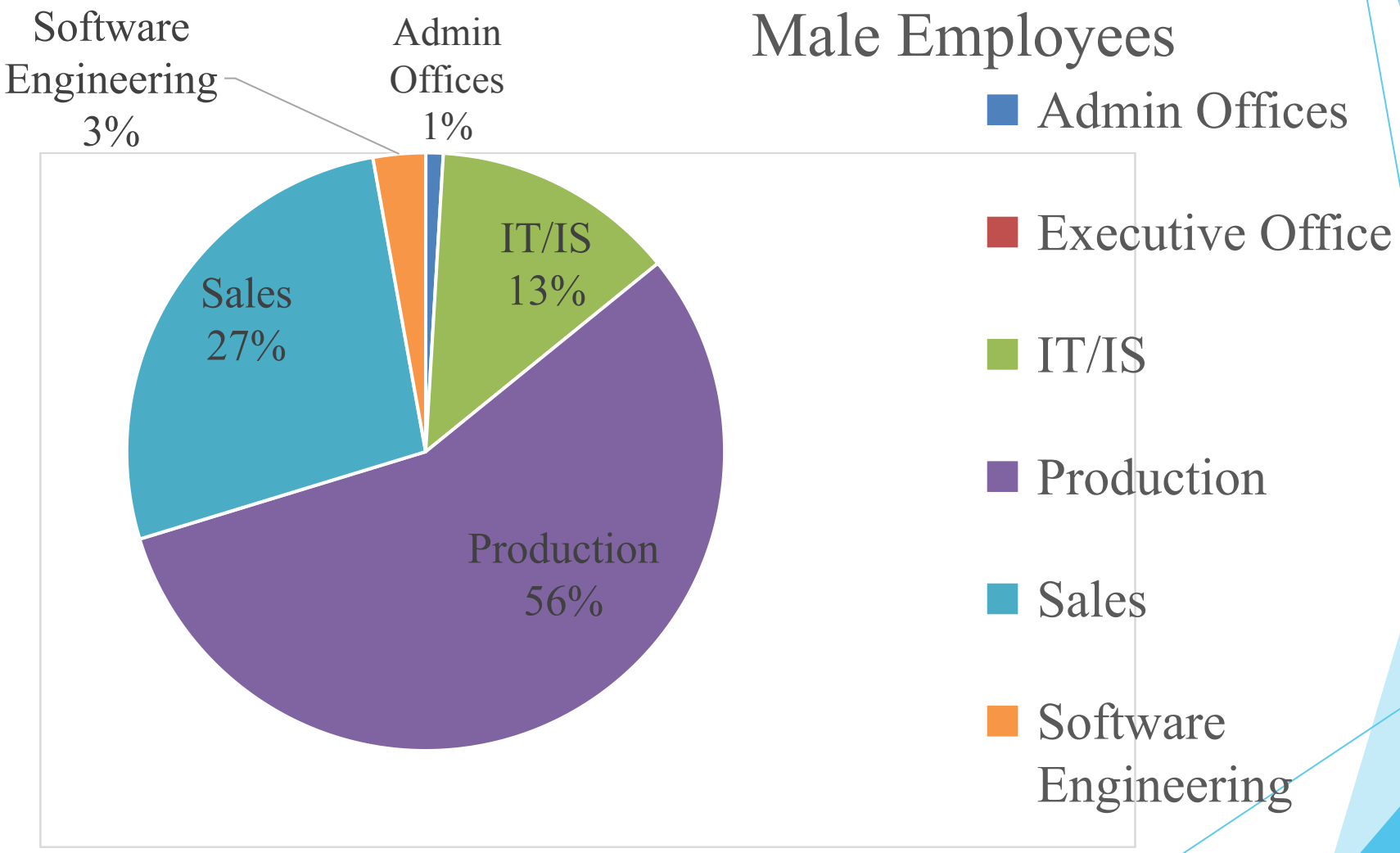
Visualization:

- Used the graph chart to analyze the employees (in units) in the department type category .
- Used the pie chart to analyze the employees overall percentage in the department type category.

RESULTS


performance score
600
500
400
300
200
100
0
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL
Grand Total
Column Labels Exceeds
Column Labels Fully Meets
Column Labels Needs Improvement
Column Labels PIP

RESULTS


Male Employees
Software Engineering 3%
Admin Offices 1%
IT/IS 13%
Sales 27%
Production 56%
Admin Offices
Executive Office
IT/IS
Production
Sales
Software Engineering

conclusion

Therefore the production department employees performs higher comparing to other department and whereas admin offices performs lower comparing to other department.

. Hence the Production department employees works more efficiently and effectively comparing to other departments according to the employee data given.