An Excel assignment idea and dataset based on a **Human Resources (HR)** domain. This dataset focuses on employee management and performance evaluation.

Sample Employee Dataset

Employee ID	Name	Department	Gender	Salary ($)	Hire Date	Performance Rating	Bonus (%)
E001	Alice Johnson	IT	Female	80000	2020-03-15	4	10
E002	Bob Smith	HR	Male	55000	2019-07-12	3	5
E003	Carol Davis	Marketing	Female	65000	2021-01-20	5	12
E004	David Wilson	IT	Male	90000	2018-11-30	4	15
E005	Emma Brown	Sales	Female	45000	2022-06-10	2	3
E006	Frank Taylor	Marketing	Male	70000	2020-10-05	5	12
E007	Grace Lee	HR	Female	60000	2017-09-25	3	7
E008	Henry Martin	Sales	Male	48000	2023-01-14	2	4
E009	Irene Clark	IT	Female	75000	2019-04-18	4	10
E010	Jack Young	Marketing	Male	67000	2021-03-08	5	12

Additional Data for Lookups (Job Titles)

Employee ID	Job Title
E001	Software Engineer
E002	HR Manager
E003	Marketing Analyst
E004	IT Manager
E005	Sales Associate
E006	Marketing Lead
E007	HR Associate
E008	Sales Executive
E009	Systems Analyst
E010	Marketing Analyst

This dataset provides ample opportunities for practicing Excel functions, charts, logical operations, and Pivot Tables.

Assignment: Employee Management and Performance

Tasks

1. **Basic Analysis**:
   o Calculate the total number of employees in the dataset.
   o Calculate the average salary across all employees.
   o Find the highest and lowest salary using **MAX** and **MIN** functions.
   o Identify how many employees work in each department using **COUNTIF**.
   o Highlight employees with salaries above $75,000 using conditional formatting.
2. **Logical Functions**:
   o Add a column to classify employees as "Above Average" or "Below Average" salary using **IF**.
   o Determine eligibility for a bonus (salary > $60,000 and rating ≥ 4) using **AND**.
   o Categorize employees' performance as "Excellent," "Good," or "Needs Improvement" based on their ratings using nested **IF** statements.
3. **Data Visualization**:
   o Create a bar chart to show the number of employees in each department.
   o Create a pie chart showing the percentage distribution of performance ratings.
   o Build a line chart to track average salaries across departments.
4. **Advanced Functions**:
   o Use **VLOOKUP** to fetch job titles based on Employee ID from another sheet.
   o Calculate total annual compensation (Salary + Bonus) for each employee.
   o Use **TEXT** to format hire dates as "MMM-YYYY."
5. **Pivot Table**:
   o Create a Pivot Table summarizing average salaries by department.
   o Add filters for gender and hire date.
   o Display total bonus distribution by department.