



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

For an Employee Performance Analysis using Excel, you might start with a problem statement like this:

****Problem Statement:****

"An organization wants to evaluate and improve the performance of its employees to ensure alignment with company goals and enhance overall productivity. Currently, the company lacks a structured approach to assess and compare employee performance effectively. To address this, we need to develop an Excel-based performance analysis tool that can:

1. ****Track Key Performance Indicators (KPIs):**** Collect and record data on various performance metrics such as sales numbers, project completion rates, and attendance.
2. ****Generate Performance Scores:**** Use the collected data to calculate performance scores for each employee based on predefined criteria and weights.
3. ****Visualize Performance Trends:**** Create charts and graphs to visualize performance trends over time and across different departments or teams.
4. ****Identify High and Low Performers:**** Highlight employees who exceed or fall short of performance expectations to inform decisions on promotions, rewards, or additional training.
5. ****Provide Actionable Insights:**** Offer recommendations based on performance data to support management in making informed decisions for employee development and organizational improvement."

In Excel, you would use features such as formulas, pivot tables, conditional formatting, and charts to achieve these objectives.



PROJECT OVERVIEW

To provide a project overview, I'll need a bit more detail about the project you have in mind. Generally, a project overview includes:

1. **Project Name**: What is the project called?
2. **Objective**: What are the goals of the project? What problem is it trying to solve?
3. **Scope**: What are the key components or deliverables? What will and won't be covered?
4. **Timeline**: What are the key milestones and deadlines?
5. **Resources**: What resources (team, tools, budget, etc.) are required?
6. **Stakeholders**: Who are the key stakeholders or participants involved?
7. **Risks and Challenges**: What are the potential risks or challenges associated with the project?

Could you please provide some details about the project you're referring to? This will help me create a more tailored overview for you.







WHO ARE THE END USERS?



End users are the individuals or groups who ultimately use or are intended to use a product, service, or system. They are the final recipients for whom the product is designed and whose needs, preferences, and behaviors the product aims to meet or satisfy. End users can vary widely depending on the context:

1. ****Software and Technology:**** In this context, end users are the people who use software applications, websites, or tech devices in their daily lives or work.
 2. ****Consumer Goods:**** For consumer products like appliances, clothing, or food, end users are the consumers who purchase and use these items.
 3. ****Business Services:**** In a business-to-business setting, end users are the employees of the purchasing company who utilize the service or product to perform their job functions.
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Understanding the end users is crucial for designing products or services that meet their needs and provide a positive user experience.

OUR SOLUTION AND ITS VALUE PROPOSITION

To provide a comprehensive value proposition for your solution, it would be helpful to know a bit more about your product or service. However, here is a general framework for crafting a compelling value proposition:

Solution Overview

Describe your solution concisely. What product or service are you offering? What is the main problem it addresses?

Value Proposition

1. ****Unique Benefits****: What unique advantages does your solution offer? How is it different from competitors? Focus on the specific features that make your solution stand out.
2. ****Customer Pain Points****: What specific pain points or challenges does your solution solve for your target audience? Illustrate how your product or service directly addresses these issues.
3. ****Benefits and Outcomes****: What are the tangible benefits and outcomes that customers can expect? This could be cost savings, increased efficiency, better user experience, improved performance, etc.
4. ****Proof of Value****: Provide any evidence or testimonials that support your claims. This could include case studies, data, customer testimonials, or expert endorsements.
5. ****Emotional Appeal****: Beyond the functional benefits, what emotional or aspirational aspects does your solution tap into? For example, does it offer peace of mind, prestige, or a sense of achievement?

If you provide more specific details about your solution, I can help craft a more tailored value proposition.





Dataset Description

In the case of tabular data, a data set corresponds to one or more database tables, where every column of a table represents a particular variable, and each row corresponds to a given record of the data set in question. The data set lists values for each of the variables, such as for example height and weight of an object, for each member of the data set. Data sets can also consist of a collection of documents or files.[2]

THE "WOW" IN OUR SOLUTION

"The 'WOW' in our solution" can represent the unique, standout features or benefits that make your solution exceptional and impressive to your audience. This could refer to innovative technology, a creative approach, superior user experience, unmatched quality, or any aspect that sets your solution apart from the competition.

If you're looking to articulate this further or develop it into a marketing message or pitch, it might be helpful to identify specific elements of your solution that elicit that "WOW" reaction. What makes it different or better? How does it solve a problem more effectively? Highlighting these aspects can help you communicate the value of your solution in a compelling way.

Would you like more help with developing this concept






MODELLING



Pivot table: Copy the selected features and paste it in new sheet. Select the all features and create the Pivot table. Order the features in this following as ROW: Employee status, Playzone COLOUMN: Employee type VALUES: Current employee rating FILTER: Gender Then the table will be created.

PIVOT CHART: Select the table and click the Pivot Chart option and choose our favorite chart example: Bar chart, Pie chart etc... Then we finish the chart

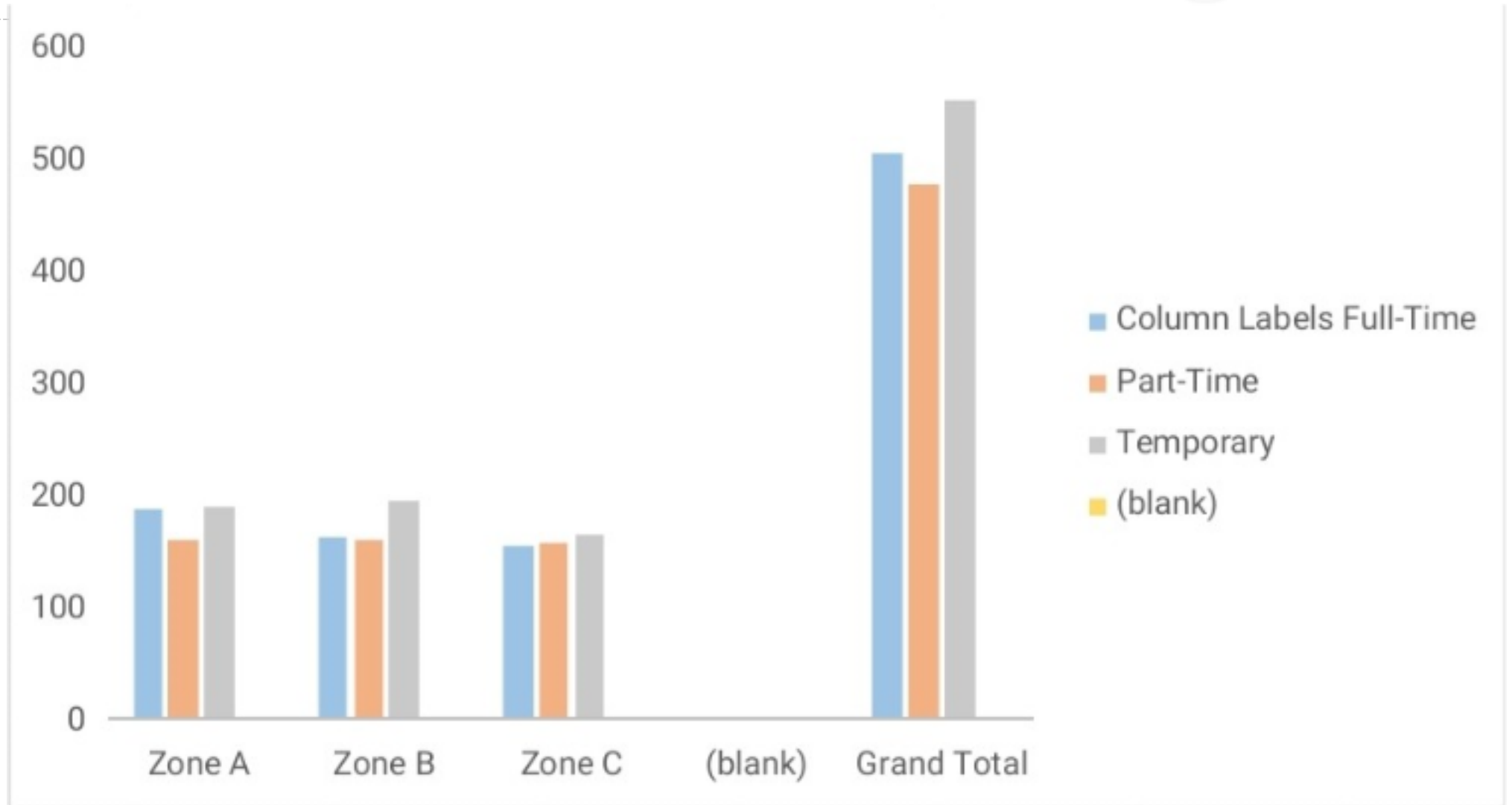




modelling approach

- Employee data-Kaggle
- ► I take this data in the Naan Mudhalvan website and click the edunet dashbord . There we should update our Profile. Then click on the employee data set(Kaggle). It downloads in the PC.
- Sort the Data:
- Open the data through Excel, then select all the data in the sheet, then click the 'row and column' in the ribbon tab and choose the autofit row and column width option. Using the conditional format we fill the blank column by different colours. Select any features and highlight in our favorite colour.

RESULTS





conclusion

Performance Drivers: Training, experience, and feedback are crucial for high performance. Employee Segmentation: Identifies performance clusters, guiding targeted interventions and recognition. Predictive Insights: Helps anticipate and address potential performance issues proactively. Recommendations: Focus on targeted training, recognition programs, and effective resource allocation.



Zoho Show

Employee_Data_Analysis_2 (2).pdf

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