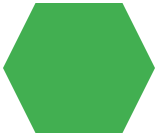# Employee Data Analysis using Excel

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PROJECT TITLE

Analysis of employee's performance 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

1. By increasing the quality of work, the employees try to enhance the organisations reputation and customer satisfaction.
2. Better performance motivates the employees to work hard to get bonus, promotion, increments etc.
3. Monitoring and managing the performance of the employee helps in their growth and development.

◼ PROJECT   OVERVIEW

Employee performance analysis involves the systematic examination of individual and team performance within an organisation. By evaluating various metrics and key performance indicators (KPIs), organisations can gain insights into how effectively employees are fulfilling their roles, contributing to business objectives, and where improvements can be made.

Analysing the performance of the employee by considering various factors like gender, ratings, performance scores, achievements etc is done to identify the trends of different categories of employees like high, medium and low.

WHO ARE THE END USERS?

- Employees
- Organisations
- Managers
- Employers
- Board of directors
- Directors
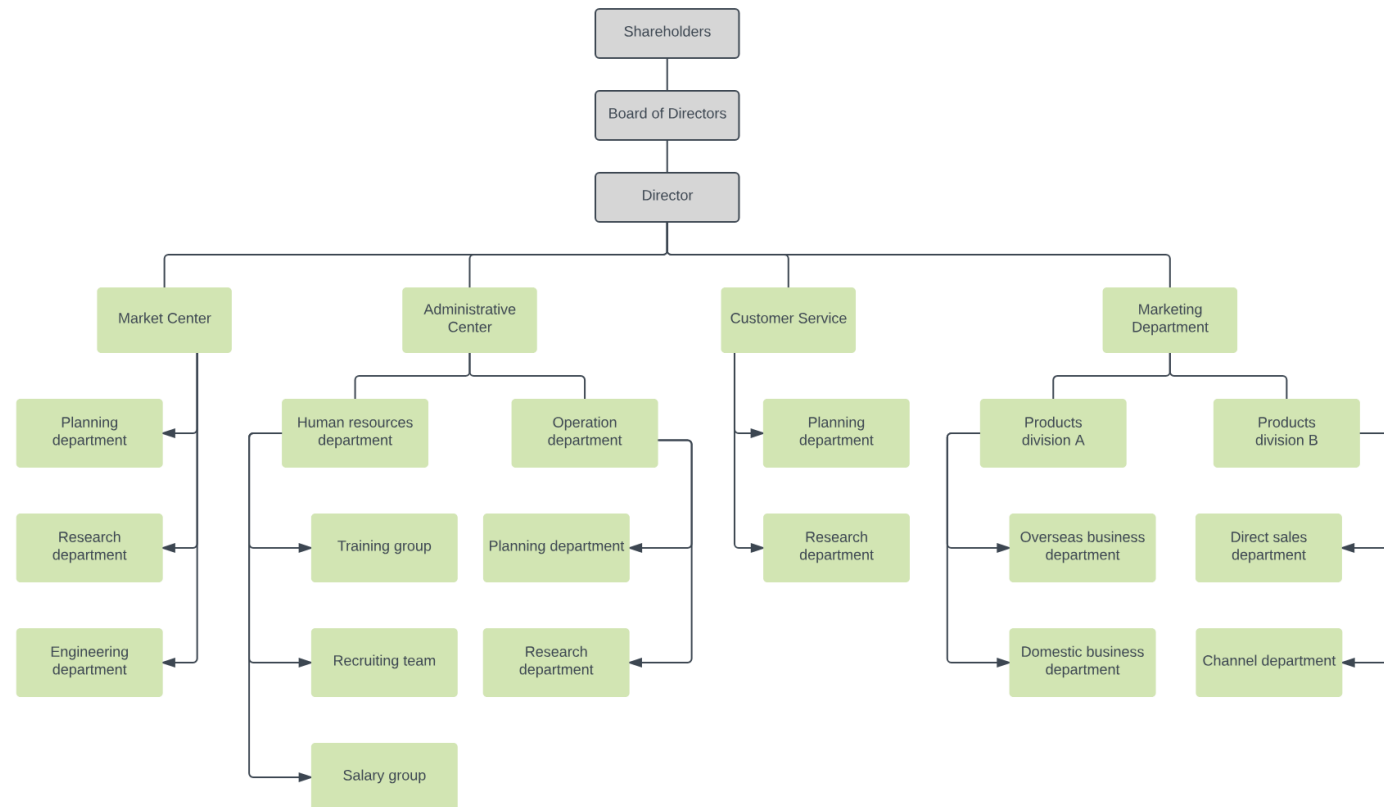
OUR SOLUTION AND ITS VALUE PROPOSITION

1. Filtering to remove the missing values
2. Using pivot table to create a summary about the performance of the employee.
3. Using conditional formatting
4. Applying the formula of IFS to analyse the performance.
5. The graphs shows the final report and for data visualisation.

Dataset Description

1. Employee data set collected from- Kaggle, including total 26 features, where 9 features were considered.
2. The features included: employee ID(numerical), name(text), employee type(text), performance level, gender(male, female), employee rating(numerical), business unit(text), department type(text) and performance score.

THE "WOW" IN OUR SOLUTION

1. Computation of performance level using formula:
   =IFS($Z8$>=5,"Very High",$Z8$>=4,"High",$Z8$>=3,"Medium",TRUE,"Low")

2. Data visualisation through graphs.

3. Summary of the employees performance represented through pivot table.

MODELLING

1. Data collection through Kaggle.
2. Feature selection/collection: employee-id, business unit, gender, performance score and employee type.
3. DATA CLEANING:
   Computation of performance level using formula:
   =IFS(Z8>=5,"Very High",Z8>=4,"High",Z8>=3,"Medium",TRUE,"Low")
4. The summary of the performance is represented through Pivot Table.(business unit rows and gender filter)
5. Slicer is used for employee type

RESULTS

GenderCode	(All)				
DepartmentType	(All)				
Count of FirstName	**Performance level**				
BusinessUnit	**High**	**Low**	**Medium**	**Very High**	**Grand Total**
BPC	16	34	85	15	150
CCDR	18	47	65	15	145
EW	21	41	78	14	154
MSC	17	39	92	9	157
NEL	21	41	77	15	154
PL	29	33	69	12	143
PYZ	26	41	75	15	157
SVG	26	43	82	16	167
TNS	21	45	71	13	150
WBL	25	34	84	13	156
Grand Total	**220**	**398**	**778**	**137**	**1533**

RESULTS
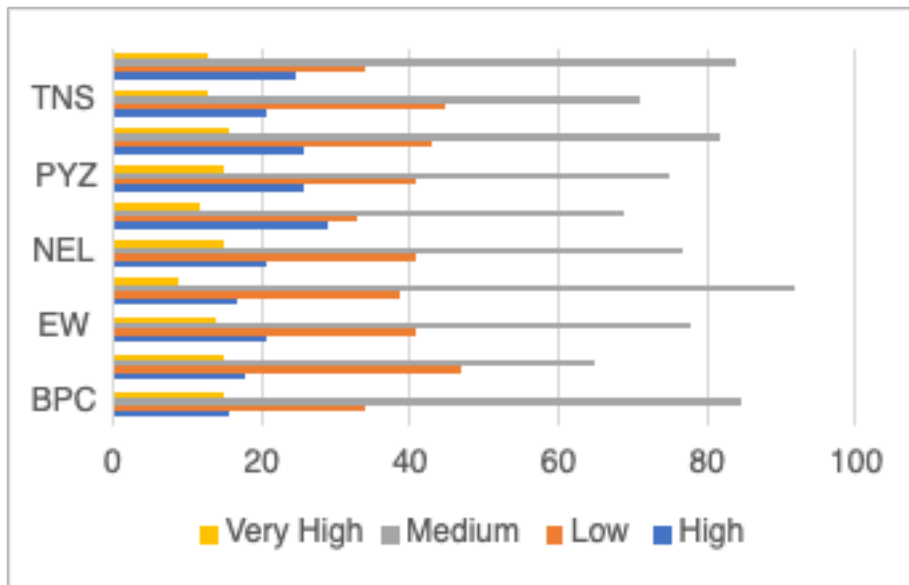
conclusion

It is concluded that the higher the performance score leads to higher performance level and leading to employee satisfaction by motivating by fulfilling the organisation as well as the employees interests.

Ultimately, effective performance analysis contributes to the long-term success and competitiveness of the organization, ensuring that every stakeholder has the insights needed to make informed, impactful decisions.