



# Employee Data Analysis Using Excel

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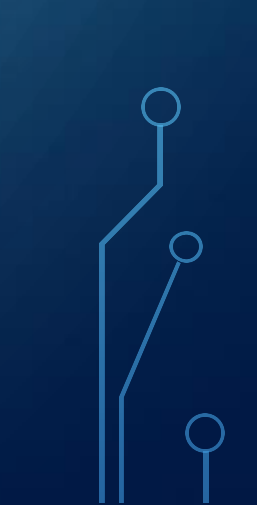
# PROJECT TITLE

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
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# PROBLEM STATEMENT

**INTRODUCTION:** Our Organization Needs To Improve How We Track And Evaluate Employee Performance.

**PROBLEM:** Currently, We Use Outdated Methods That Are Inefficient And Lead To Inaccurate Performance Assessments.

**IMPACT:** This Results In Delayed Feedback, Poor Resource Allocation, And Lower Overall Productivity.

**OBJECTIVE:** The Goal Of This Project Is To Create An Excel-based System To Better Analyze Employee Performance And Provide Timely, Accurate Feedback.

**EXPECTED OUTCOMES:** The Project Will Streamline Performance Tracking, Improve Evaluation.

# PROJECT OVERVIEW

**OBJECTIVE:** To Develop An Excel-based System For Analyzing Employee Performance By Evaluating Various Factors Such As Gender, Performance Scores, And Ratings.

## SCOPE:

- **DATA COLLECTION:** Gather Data On Employee Demographics, Performance Scores, And Ratings.
- **ANALYSIS CRITERIA:** Analyze Performance Based On Key Factors Including Gender And Performance Scores.

## EXPECTED OUTCOMES:

- **INSIGHTFUL REPORTS:** Detailed Analysis Of Employee Performance With Breakdowns By Gender, Performance Scores, And Ratings.

# WHO ARE THE END USERS?

## EMPLOYEES:

- **RESPONSIBILITIES:** Engage With The Feedback And Performance Reviews To Enhance Their Own Performance And Career Growth.
- **NEEDS:** Transparent Performance Evaluation Criteria And Constructive Feedback To Improve Their Skills And Career Progression.

## DEPARTMENT HEADS:

- **RESPONSIBILITIES:** Manage Teams And Assess Individual Performance To Ensure Team Productivity And Goal Alignment.
- **NEEDS:** Clear Performance Metrics And Insights To Effectively Manage Team Performance And Address Any Issues.

# OUT SOLUTION AND ITS VALUE PROPOSITION

CONDITIONAL FORMATTING - MISSING

FILTER – REMOVE

FORMULA – PERFORMANCE

PIVOT – SUMMARY

GRAGH – DATA VISUALIZATION

# DATASET DESCRIPTION

EMPLOYEE – KAGGLE

26 – FEATURES

9 – FEATURES

EMP ID – NUMBER

NAME – TEXT

EMPLOYEE TYPE

PERFORMANCE LEVEL

GENDER – MALE FEMALE

EMPLOYEE RATING - NUMBER



# THE “WOW” IN OUR SOLUTION

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

# MODELLING

## DATA COLLECTION:

- **AUTOMATED DATA INTEGRATION:** Seamlessly Pull Data From Various Sources (E.G., HR Systems, Performance Databases) Into A Centralized Excel File, Reducing Manual Entry And Ensuring Consistency.

## FEATURE COLLECTION:

- **CUSTOMIZED METRICS:** Identify And Select Key Performance Indicators (Kpis) Tailored To The Organization's Goals And Objectives. This Ensures That The Analysis Is Aligned With Strategic Priorities.

## DATA CLEANING:

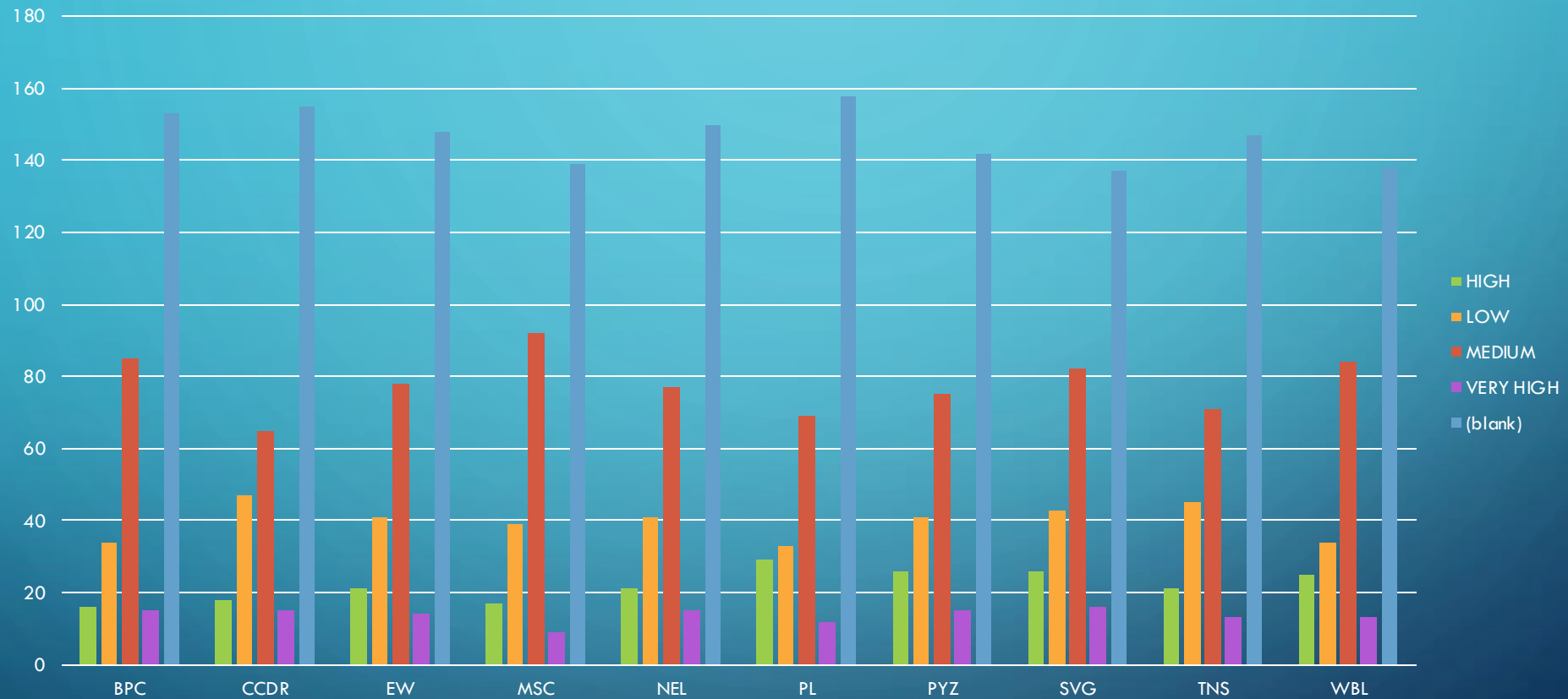
- **ERROR DETECTION AND CORRECTION:** Implement Automated Tools And Excel Functions To Identify And Correct Data Inconsistencies, Missing Values, And Errors, Ensuring High Data Quality.

## PERFORMANCE ANALYSIS:

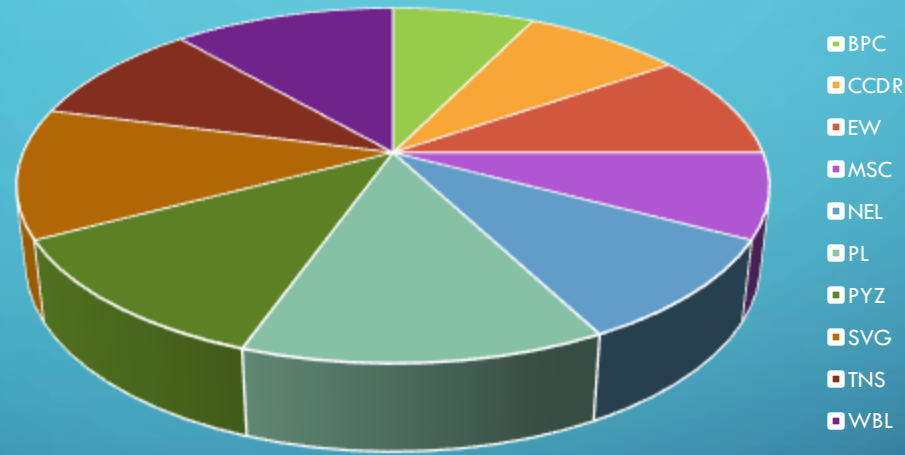
- **INTERACTIVE DASHBOARDS:** Create Dynamic Dashboards With Interactive Elements Such As Slicers And Drop-down Menus, Allowing Users To Explore Data And Gain Insights In Real Time.

# RESULT

Employee Performance Analysis



HIGH



# CONCLUSION

## SUMMARY:

- HOLISTIC PERFORMANCE ANALYSIS:** Our Excel-based Solution Offers A Comprehensive Approach To Employee Performance Analysis By Integrating Data From Multiple Sources And Applying Advanced Analytical Techniques.
- KEY FEATURES:** The Solution Stands Out With Its Automated Data Integration, Advanced Filtering, Error Detection, Interactive Dashboards, And Real-time Reporting, All Designed To Provide Actionable Insights And Enhance Decision-making.
- ONGOING SUPPORT:** Provide Ongoing Support And Updates To Ensure The Solution Continues To Meet Organizational Needs And Adapts To Any Changes In Performance Metrics Or Business Goals.
- CLOSING REMARK:** Our Employee Performance Analysis Solution Represents A Significant Step Forward In Optimizing Performance Management. By Leveraging The Power Of Excel And Innovative Analytical Techniques, We Can Transform Performance Data Into Valuable Insights, Driving Organizational Success And Employee Growth.