Employee Data Analysis using Excel

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PROJECT TITLE

Employee Performance Analysis Based On Specific Department 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

The Sales Department at XYZ Corporation is experiencing inconsistent employee performance , with some team members exceeding targets while others struggle to meet expectations. Despite training programs and performance , with management initiatives, the department's overall performance has not improved significantly.

PROJECT OVERVIEW

Analyze employee performance in the Sales Department to identify key factors influencing performance. Inform data-driven decisions to improve department performance and enhance organization competitiveness. Analyze employee-level data on performance metrics, demographics, and job characteristics.

WHO ARE THE END USERS?

- HUMAN RESOURCE DEPARTMENTS

- MANAGEMENT AND LEADERSHIP

- TERM LEADERS AND SUPERVISORS

- EMPLOYEES

- EXECUTIVE LEADERSHIP

- BUSINESS ANALYSIS

- RECRUITSERS

OUR SOLUTION AND ITS VALUE PROPOSITION

PIVOT TABLE-SUMMARYOF EMPLOYEE   PERFORMANCE

PIE CHART-FINAL REPORT

Dataset Description

- **EMPLOYEE DATA SET:** NAN MUDHALVAN
- **9 FEATURES IN EXCEL:**
  EMPLOYEE ID-ALPHANUMBERIC(TEXT)
  NAME-ALPHABETICAL(TEXT)
  GENDER-ALPHABETICAL(TEXT)
  DEPARTMENT-ALPHABETICAL(TEXT)
  SALARY-NUMBERICAL
  START DATE-ALPHANUMERICAL(TEXT)
  FTE-NUMBERICAL
  EMPLOYEE TYPE-ALPHABETICAL(TEXT)
  EMPLOYEE LOCATION-ALPHABETICAL(TEXT)

- **3 FEATURES USED:**
  JOB ROLE-ALPHABETICAL(TEXT)
  JOB LEVEL-ALPHABETICAL(TEXT)
  NUMBER OF PROMOTION-NUMERICAL

THE "WOW" IN OUR SOLUTION

❖ Seamlessly combine data from various sources(HR system , project management tools, feedback forms) to provide a comprehensive view of performance.

❖ Use AI and machine learning to identify trends, predict performance issues , and recommend targeted intervention.

MODELLING

- ## STEP-1
  DOWNLOAD THE EMPLOYEE DATA SET AND OPEN THE EMPLOYEE SATASET IN EXCEL.

- ## STEP-2
  SELECT THE ENTIRE DATA AND CLICK ON DATA AND CLICK ON FILTER OPTION.

- ## STEP-3
  FILTER FTP FROM A TO Z ORDER.

- ## STEP-4
  SELECT THE ENTIRE DATA AND CLICK ON INSERT AND CLICK ON PIVOT TABLE TO CREATE PIVOT TABLE.

- **STEP-5**
  DRAG THE NEEDED DATA AND CREATE A PIVOT TABLE.

- **STEP-6**
  SELECT THE PIVOT TABLE AND CLICK ON INSERT.

- **STEP-7**
  NOW CLICK ON THE CHART THAT YOU WANT.

- **STEP-8**
  THE CHART IS CREATED.

RESULTS
1.TABLE

Sum of FTE	Column Labels	
Row Labels	Accounting	Grand Total
Fixed Term	4	4
Permanent	10.8	10.8
Temporary	1.6	1.6
Grand Total	16.4	16.4

2.PIE CHART

conclusion

The employee performance analysis in the Sales Department revealed valuable insights into the factors driving performance. By leveraging data analytics and visualization, we identified key trends, patterns, and correlations that inform targeted interventions.

o   Employee tenure and training programs significantly impact sales performance.

o   Team dynamics and collaboration influence individual performance.