# HR Analytics Excel Dashboard – Project Report

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## 1. Objective

The primary objective of this project is to analyze HR-related data and develop a structured Excel dashboard that provides clear insights into employee attrition, departmental trends, job satisfaction, and salary distribution. This dashboard is intended to support strategic decision-making within the HR department by translating data into actionable insights.

## 2. Dataset Description

The analysis is based on the dataset contained in the 'HR-Employee-Attrition' sheet. It includes various employee attributes such as:  
- Employee Age, Gender, Department, and Job Role  
- Attrition status  
- Monthly Income  
- Job Satisfaction  
- Years at Company and more  
The data has been cleaned and structured to facilitate effective analysis and visualization.

## 3. Summary of Analysis and Dashboards

The workbook includes multiple sheets that focus on key HR metrics. Each sheet addresses a different aspect of workforce analytics, providing clarity through targeted visualizations.

- Attrition Overview: Shows overall attrition percentage, total attrition count, and key employee metrics.  
- Attrition by Department: Highlights department-wise attrition, useful for identifying problem areas.  
- Monthly Income by Job Role: Compares compensation across roles to identify salary gaps.  
- Attrition by Gender and Job Role: Reveals gender-based attrition patterns.  
- Average Satisfaction by Department: Helps monitor department-level satisfaction trends.  
- Years at Company vs Monthly Income: Visualizes tenure against income to evaluate compensation fairness.  
- Dashboard: A consolidated view using interactive slicers, pivot tables, and charts.

## 4. Tools and Techniques Used

The following tools and Excel functionalities were used to build this dashboard:  
- Microsoft Excel (Pivot Tables, Charts, Slicers, Data Validation)  
- Data cleaning and transformation  
- Interactive dashboard design  
- Trend and comparative analysis

## 5. Conclusion

This project successfully delivers a comprehensive Excel dashboard for HR analytics, offering valuable insights into employee attrition and organizational dynamics. The interactive nature of the dashboard allows HR professionals to drill down into specific categories and take data-driven actions to improve employee retention and satisfaction.