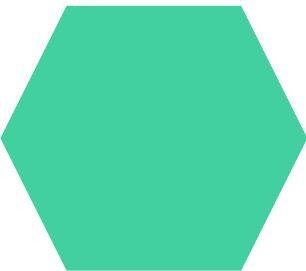
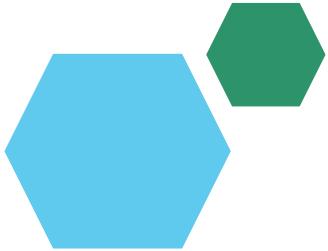


Employee Data Analysis using Excel



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PROJECT TITLE



Visualizing employee attendance trends with Excel charts



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AGEND

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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

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1. Inconsistent Data: Attendance data is scattered and inconsistent.
2. Lack of Insights: Difficulty in identifying absenteeism patterns.
3. Complex Interpretation: Raw data is hard to interpret without visuals.
4. Inefficient Reporting: Current methods do not yield clear insights.
5. Limited Visualization: Inadequate tools for presenting trends effectively.



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PROJECT OVERVIEW

1. Objective: Visualize employee attendance trends using Excel charts.
2. Activities: Collect data, create charts, analyze trends, and report findings.
3. Deliverables: Excel workbook with charts and a summary report.
4. Timeline: Set dates for data prep, chart creation, and reporting.
5. Success: Clear visual insights and actionable recommendations.



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WHO ARE THE END USERS?

- 1.HR Managers: For monitoring and managing employee attendance patterns.
- 2.Department Heads: To understand attendance issues within their teams.
- 3.Senior Management: To make strategic decisions based on attendance trends.
- 4.Team Leaders: For addressing attendance-related concerns and improving team performance.



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OUR SOLUTION AND ITS VALUE PROPOSITION



Our Solution: Develop interactive Excel charts and dashboards to visualize and analyze employee attendance trends.

Value Proposition: Provides clear insights, supports informed decision-making, improves reporting efficiency, and saves time with automated analysis.



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Dataset Description

1. Employee Details:

- i) Employee ID: Unique identifier.
- ii) Department: Department name.
- iii) Attendance Records:

2. Date: Date of attendance

- i) Check-In/Check-Out Times: ii) Daily in/out times.

This dataset allows you to analyze attendance patterns, late arrivals, early departures, and absenteeism across different departments or over time.



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THE "WOW" IN OUR SOLUTION

- 
- 1)Interactive Dashboards: Real-time filtering with slicers and dynamic charts.
 - 2)Conditional Formatting: Highlight trends with heatmaps and indicators.
 - 3)Advanced Charts: Use combo charts, Gantt charts, and sparklines.
 - 4)predictive Analysis: Forecast trends with trendlines and regression.
 - 5)Engaging Visuals: Enhance with custom icons and infographics.

This approach makes attendance tracking both insightful and visually compelling.



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MODELLIN

- G
- 1) Trend Analysis: Identify patterns in attendance data.
 - 2) Time Series Forecasting: Predict future attendance trends.
 - 3) Regression Analysis: Understand factors affecting attendance.
 - 4) Classification: Categorize employees by attendance behavior.
 - 5) Outlier Detection: Spot unusual attendance patterns.

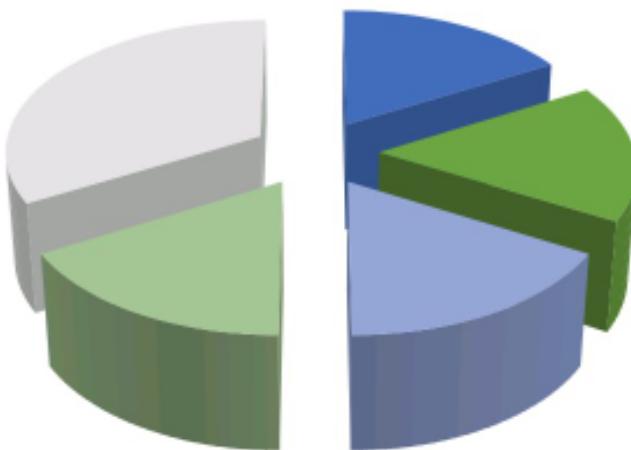
These models help in optimizing attendance management and predicting potential issues



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RESULT S

Column Labels Finance Absent



- Alice Green
- 11
- Brian Black
- 14
- Brian White
- 31
- Chris Green
- 33

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Conclusion

In conclusion, using advanced modeling and visualization techniques in Excel enables organizations to effectively monitor and manage employee attendance. By leveraging predictive insights and data-driven analysis, companies can optimize workforce management, reduce absenteeism, and enhance overall productivity.



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