EMPLOYEE DATA ANALYSIS USING EXCEL

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PROJECT TITLE

MALE EMPLOYEE TYPES' 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

PROBLEM STATEMENT

The purpose of this analysis is to evaluate the performance of male employees across various departments and roles within the organization. By examining key performance indicators such as project completion rates, sales figures, and overall performance ratings, the goal is to identify trends, strengths, and areas for improvement. This analysis will help in understanding the factors influencing male employee performance, enabling the organization to implement targeted strategies for enhancing productivity, optimizing talent management, and supporting employee development. The findings will provide actionable insights to guide management in making informed decisions that align individual performance with the organization's objectives.

PROJECT OVERVIEW

The project aims to conduct a comprehensive performance analysis of male employees within the organization, focusing on evaluating their achievements across different departments and roles. By leveraging key performance metrics, such as KPIs, project completions, and sales figures, the analysis will provide a clear understanding of how male employees contribute to organizational success. The project will identify patterns and trends in performance, highlighting both high-performing areas and those requiring improvement. Ultimately, this analysis will inform strategies for enhancing employee productivity, supporting professional growth, and ensuring that performance management aligns with the organization's broader goals.

WHO ARE THE END USERS?

The end users of an employee data set typically include the following:

1. **Human Resources (HR) Department:** HR professionals use the data to manage employee performance, plan training and development programs, handle promotions, and ensure fair compensation.
2. **Department Managers and Team Leaders:** Managers use the data to assess the performance of their teams, identify top performers, and address any issues related to underperformance.
3. **Executive Management:** Senior executives and C-suite members use the data to make strategic decisions regarding workforce planning, talent management, and organizational development.
4. **Compensation and Benefits Analysts**: These analysts use the data to ensure that employee compensation and benefits are aligned with performance and industry standards.
5. **Talent Acquisition Teams:** Recruitment teams may use performance data to identify skills gaps and plan future hiring needs based on employee performance trends.
6. **Learning and Development (L&D) Teams:** L&D teams leverage the data to design and implement training programs tailored to address specific performance weaknesses or to enhance key skills.
7. **Business Analysts and Data Scientists:** These professionals analyze the data to extract insights, predict trends, and support decision-making processes with data-driven recommendations.
8. **Employees Themselves**: In some cases, employees may access their own performance data for self-assessment, career planning, and to understand how their performance aligns with organizational expectations .Each of these end users interacts with the employee data set to fulfill specific roles within the organization, ultimately contributing to its overall success.

OUR SOLUTION AND ITS VALUE PROPOSITION

- **FILTERING** - help one eliminate unnecessary data.
- **CONDITIONAL FORMATTING-** makes it easy to highlight certain values or make particular cells easy to identify.
- **PIVOT TABLE** – helps one organize and summarize large amounts of data in a way that's easier to analyze and understand.
- **SUM FUNCTION IN EXCEL** - The SUM function in Excel is useful for adding up a range of values, such as a column or row of numbers
- **BAR GRAPH** - summarizes the large set of data in simple visual form.

Dataset Description

- EMPLOYEE DATA SET-NAN MUDHALVAN PORTAL
- 9 FEATURES IN TOTAL
- 3 FEATURES BEING USED FOR ANALYSIS
- EMPLOYEE ID- ALPHANUMERIC(TEXT)
- NAME-ALPHABETICAL (TEXT)
- GENDER-ALPHABETICAL(TEXT)
- DEPARTMENT ALPHABETICAL(TEXT)
- SALARY-NUMERICAL
- TART DATE - ALPHANUMERIC(TEXT)
- FTE-NUMERICAL
- EMPLOYEE TYPE- ALPHABETICAL (TEXT)
- EMPLOYEE LOCATION-ALPHABETICAL(TEXT)

THE "WOW" IN OUR SOLUTION

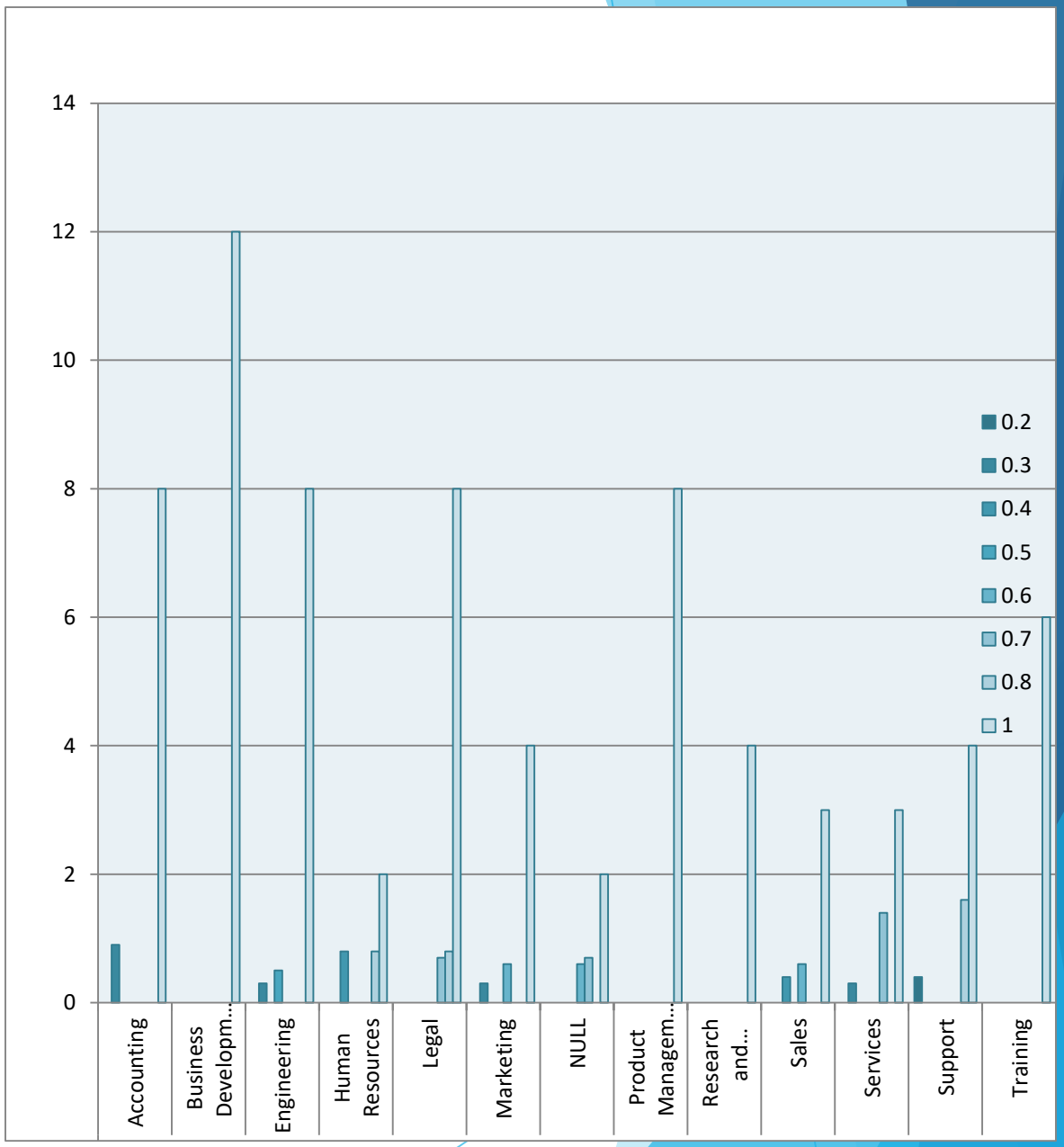
To effectively analyze the performance of male employees, a multifaceted approach is required, encompassing both qualitative and quantitative metrics. Start by evaluating key performance indicators (KPIs) such as productivity levels, efficiency, and the ability to meet or exceed targets within specified timelines. Consider the quality of work produced, including accuracy, attention to detail, and innovation. Additionally, assess interpersonal skills, such as teamwork, communication, and leadership abilities, as these are crucial for collaborative success and contribute to the overall organizational culture. Peer and supervisor feedback should be incorporated to provide a comprehensive view of the employee's performance, including areas of strength and opportunities for improvement. It's also important to account for personal development and adaptability in response to changes or challenges in the workplace. By integrating these factors, a well-rounded analysis can be developed, offering insights that support both individual growth and organizational success.

MODELLING

- **STEP-1** DOWNLOAD THE EMPLOYEE DATASET AND OPEN THE EMPLOYEE DATASET EXCEL.
- **STEP-2** SELECT THE ENTIRE DATA AND CLICK ON DATA AND CLICK ON FILTER OPTION.(FILTER GENDER(MALE) ,FTE, DEPARTMENTS)
- **STEP-3** FILTER IN ASSCENDING ORDER(A TO Z).
- **STEP-4** SELECT THE ENTIRE DATA AND CLICK ON INSERT AND CLICK ON PIVOT TABLE TO CREATE PIVOT TABLE.
- **STEP-5** SELECT THE PIVOT TABLE AND CLICK ON INSERT.
- **STEP-6** CHOOSE THE TYPE OF CHARTS ACCORDING TO ONE'S REQUIREMENT. TYPE OF CHART USED IN THIS ANALYSIS IS BAR DIAGRAM
- **STEP -7** THE TABLE AND CHART IS BEING CREATED , WHICH HELPS IN BETTER UNDERSTANDING AND INTERPRETATION OF DATA.

RESULTS

Sum of FTE	Column Labels								
Row Labels	0.2	0.3	0.4	0.5	0.6	0.7	0.8	1	Grand Total
Male	0.4	1.8	1.2	0.5	1.8	2.8	3.2	72	83.7
Accounting		0.9						8	8.9
Business Development								12	12
Engineering		0.3		0.5				8	8.8
Human Resources			0.8				0.8	2	3.6
Legal						0.7	0.8	8	9.5
Marketing		0.3			0.6			4	4.9
NULL					0.6	0.7		2	3.3
Product Management								8	8
Research and Development								4	4
Sales			0.4		0.6			3	4
Services		0.3				1.4		3	4.7
Support	0.4						1.6	4	6
Training								6	6
Grand Total	0.4	1.8	1.2	0.5	1.8	2.8	3.2	72	83.7



CONCLUSION

In conclusion, the performance analysis of male employees is essential for gaining a deeper understanding of how this segment of the workforce contributes to the organization's success. By identifying key performance trends, strengths, and areas needing improvement, the analysis will provide actionable insights that can drive targeted interventions, enhance productivity, and optimize talent management strategies. Ultimately, this analysis will help align individual performance with broader organizational goals, ensuring that male employees are effectively supported and positioned to achieve their full potential.