

EMPLOYEE DATA ANALYSIS USING EXCEL

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PROJECT TITLE

**MALE EMPLOYEE TYPES'
PERFORMANCE ANALYSIS OF
EACH DEPARTMENT USING
EXCEL**



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AGEND A

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PROBLEM STATEMENT

The task is to conduct a performance analysis of male employees across different departments within an organization. The objective is to assess how male employees are performing in each department by evaluating relevant performance metrics such as productivity, quality of work, and other key indicators. This analysis will involve segmenting the data by department and then analyzing the performance of male employees within each segment. The goal is to identify trends, compare performance across departments, and uncover any correlations between employee demographics and performance outcomes. The results of this analysis will help the organization understand which departments have the highest and lowest performing male employees and may inform decisions related to resource allocation, training needs, or management practices.

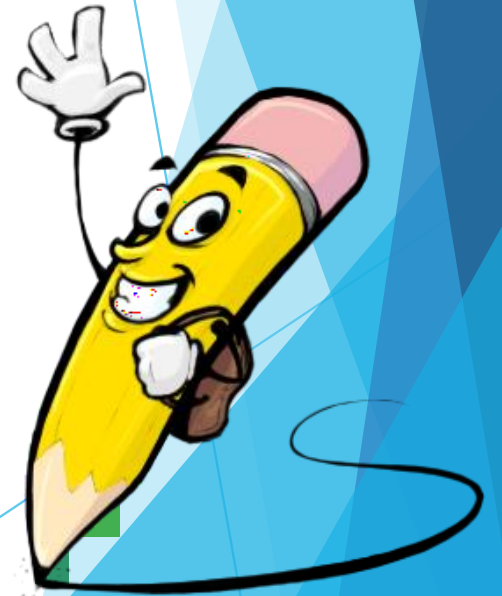


PROJECT OVERVIEW

The project focuses on analyzing the performance of male employees across various departments within an organization. The objective is to gain insights into how male employees are contributing to their respective departments by assessing key performance metrics such as productivity, efficiency, and overall job effectiveness. The analysis will involve collecting and segmenting data by department, followed by a detailed evaluation of performance trends, comparisons across departments, and identification of any patterns or correlations that may exist between employee characteristics and performance outcomes. The findings from this analysis will provide valuable information to the organization, enabling data-driven decisions regarding workforce management, departmental resource allocation, and potential areas for targeted employee development or improvement initiatives.



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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

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.



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DATASET DESCRIPTION

- EMPLOYEE DATA SET-NAN MUDHALVAN PORTAL
- 9 FEATURES IN TOTAL
- 4 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 analyze the performance of male employees across different departments, a tailored approach that considers the unique objectives and functions of each department is essential. Begin by identifying the core KPIs specific to each department, such as sales targets for the sales team, project completion rates for project management, or customer satisfaction scores for customer service. Evaluate individual contributions against these metrics, considering both the quantity and quality of work produced. Additionally, assess how well male employees collaborate within their teams and across departments, including their communication skills, problem-solving abilities, and leadership potential. Feedback from peers, supervisors, and even clients can provide valuable insights into their effectiveness and areas for development. It's also important to consider the adaptability of employees to departmental changes or new initiatives, as well as their commitment to ongoing professional development. By analyzing these factors within the context of each department's goals and challenges, a comprehensive performance review can be created, highlighting both strengths and areas for improvement, ultimately driving departmental and organizational success.

MODELLIN

G.

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, EMPLOYEE TYPES)
- **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.

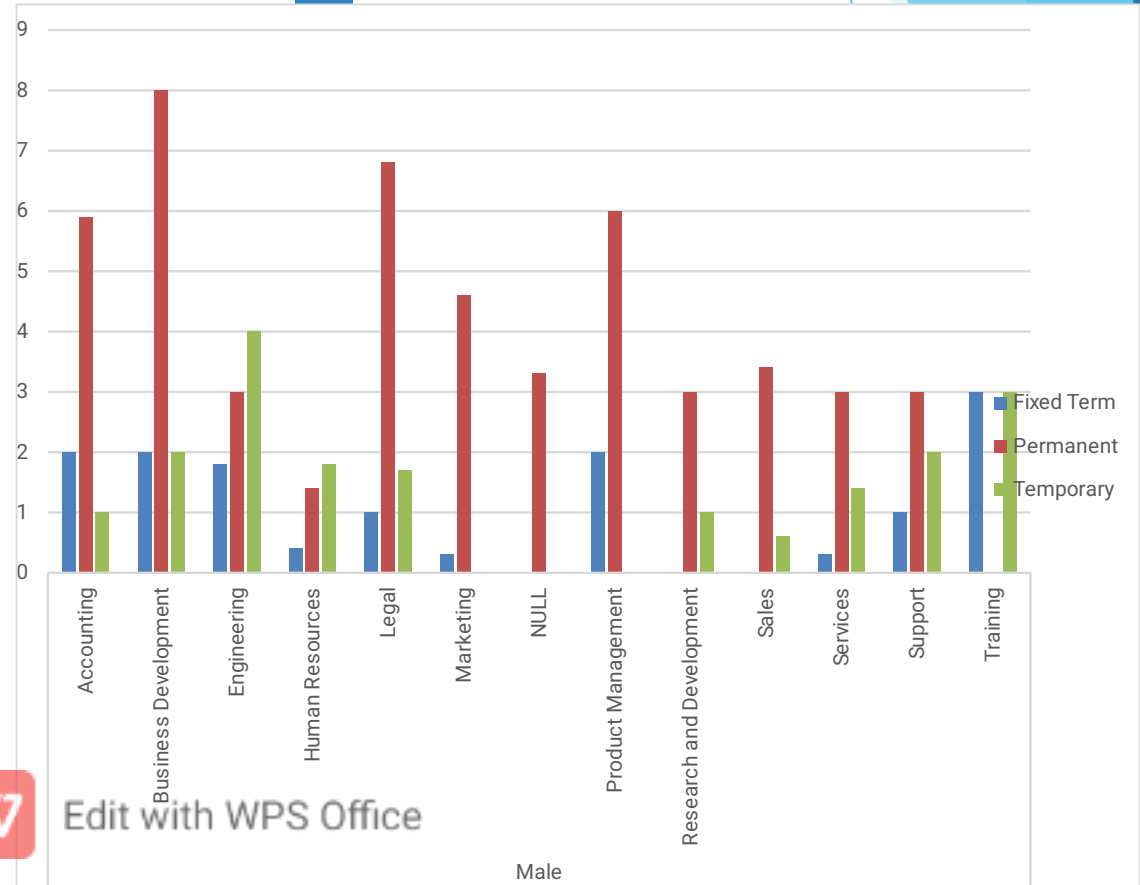


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RESULTS

1. TABLE

Sum of FTE	Column Labels			
Row Labels	Fixed Term	Permanent	Temporary	Grand Total
Male	13.8	51.4	18.5	83.7
Accounting	2	5.9	1	8.9
Business Development	2	8	2	12
Engineering	1.8	3	4	8.8
Human Resources	0.4	1.4	1.8	3.6
Legal	1	6.8	1.7	9.5
Marketing	0.3	4.6		4.9
NULL		3.3		3.3
Product Management	2	6		8
Research and Development		3	1	4
Sales		3.4	0.6	4
Services	0.3	3	1.4	4.7
Support	1	3	2	6
Training	3		3	6
Grand Total	13.8	51.4	18.5	83.7



CONCLUSION

In the analysis of male employee performance across various departments, significant insights emerged regarding productivity, skill application, and overall contribution. Departments showcased strong performance metrics, indicating a higher level of efficiency and engagement among male employees. In contrast, departments experienced variability in performance, suggesting potential areas for targeted improvement or additional training. The analysis highlights the importance of department-specific strategies to optimize male employee performance, emphasizing the need for continued monitoring and tailored development initiatives to sustain and enhance overall productivity.

