Employee Data Analysis using Excel

STUDENT NAME: SABARISHA . K

REGISTER NO: 312216296

DEPARTMENT: BCom General

COLLEGE: Shri Shankarlal Sundarbai Shasun Jain College For Women.

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

An employee performance review is an evaluation where managers, peers, or other stakeholders assess a team member' sjobperformanceovertime.

An employee performance review is one of the best ways to identify what' s working— and what can be improved.

PROJECT OVERVIEW

A performance review is a two-way conversation between an employee and their manager to discuss their strengths, quality of work, and growth.

The goal is to provide insights into the factors affecting employee performance, identify department-wise performances, and develop a machine learning model that predicts employee performance ratings. The insights gained from this analysis can be used for informed hiring decisions and strategies to enhance employee performance.

WHO ARE THE END USERS?

OUR SOLUTION AND ITS VALUE PROPOSITION

Conditional formatting- Missing

Filter- Remove

Formula- Performance

Pivot table- Summary

Graph- Data Visualization

Dataset Description

Employee Data- Kaggle

26 Features

9 Features

Employee id- Numerical value

Name- Text

Employee Type

Performance level

Gender- Male Female

Employee Rating- Numerical value

THE "WOW" IN OUR SOLUTION

Analyzing performance data in Excel using Array formula and dynamic range name methods.The recording and analysis of performance data is the quintessential spreadsheet application.

```
FORMULA=IFS(I2>=5,"VERY
 HIGH",I2>=4,"HIGH",I2>=3,"MED",TRUE,"LOW")
```

MODELLING

DATA COLLECTION

- Data Organization
- Data Validation

DATA MODELLING

- Key Performance
- Pivot table

DATA CLEANING

- Missing values
- Filter

PERFORMANCE LEVEL

Employee Rating

Formula=IFS(I4>=5,"VERY HIGH",I4>=4,"HIGH",I4>=3,"MED",TRUE,"LOW")

MODELLING

VISUALIZATION

- Chart
- Graphs
- Trends

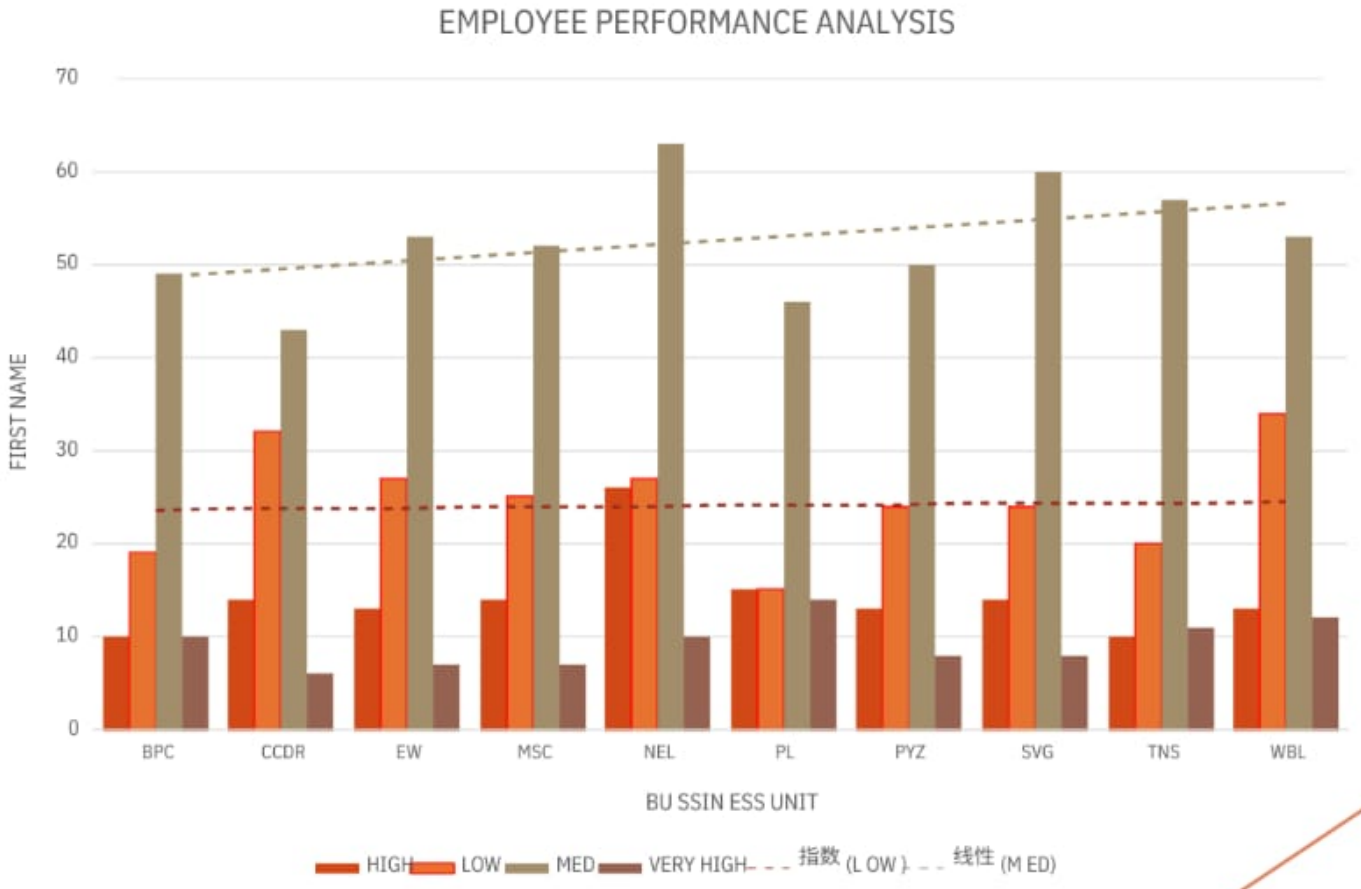
SCENARIO ANAYSIS

- What-if Analysis
- Trend Analysis

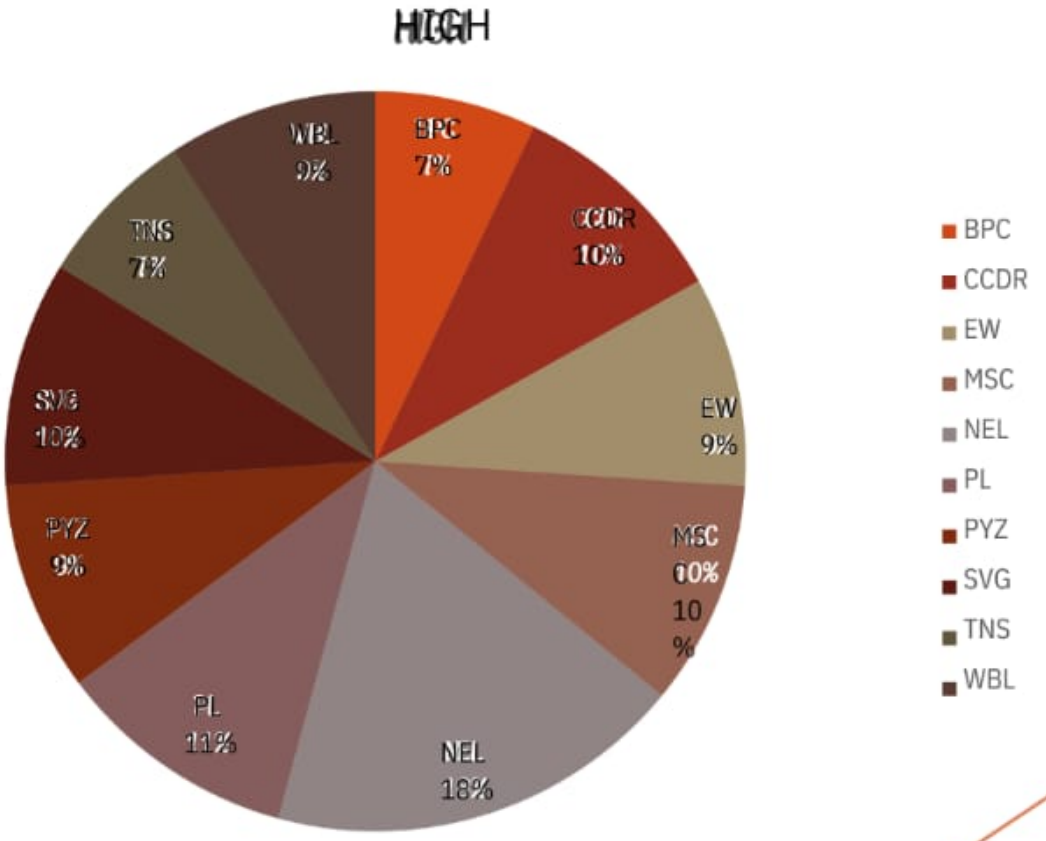
REPORTING

- Automated Reports
- Custom Reports

RESULTS


EMPLOYEE PERFORMANCE ANALYSIS
70
60
50
40
30
20
10
0
FIRST NAME
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL
BU SSIN ESS UNIT
HIGH
LOW
MED
VERY HIGH
指数 (L OW)
线性 (M ED)

RESULTS


HIGH
BPC 7%
CCDR 10%
EW 9%
MSC 10%
NEL 18%
PL 11%
PYZ 9%
SVG 10%
TNS 7%
WBL 9%
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL

Conclusion

- The largest segment is NEL at 18%, indicating it has the highest proportion among the categories. The smallest segment is TNS at 7%. The other categories are fairly evenly distributed, with most ranging between 9% and 11%.
- The exponential trend line for ‘ Low’ and the linear trend line for ‘ Medium’ performance indicate potential areas for improvement.

CONCLUSION

Targeted Training Programs: Implement training programs focused on the
skills and areas where low performance is prevalent. For example, units like BPC and WBL could benefit from additional training and support.

Regular Feedback and Mentoring: Establish a system for regular feedback and mentoring to help employees understand their performance and areas for improvement.

RecognitionandRewards:Recognizeandrewardhigh-performing employees to maintain morale and encourage others. This can be done through bonuses, promotions, or public recognition.