

# EMPLOYEE DATA ANALYSIS USING EXCEL

STUDENT NAME: K.suganya

REGISTER NO: 312208425(asunm1330312208425)

DEPARTMENT: B.COM ACCOUNTING & FINANCE

COLLEGE: CHELLAMMAL WOMEN'S COLLEGE

# PROJECT TITLE

Employee 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



- TO IDENTIFY ROOT CAUSES OF PERFORMANCE DECLINE
- TO IMPLEMENT IMPROVEMENT STRATEGIES
- TO MONITOR AND EVALUATE PROGRESS
- TO ENHANCE EMPLOYEE TRAINING PROGRAMMES TO ADDRESS SKILL GAPS
- TO IMPROVE MANAGEMENT PRACTICES TO FOSTER A SUPPORTIVE WORK ENVIRONMENT
- TO INCREASE EMPLOYEE MOTIVATION THROUGH RECOGNITION AND REWARD SYSTEM
- TO IMPLEMENT TECHNOLOGY SOLUTION TO STREAMLINE WORK FLOWS
- CONDUCT REGULAR FEEDBACK SESSION TO CONTINUOUSLY IMPROVE PERFORMANCE



# PROJECT OVERVIEWS

- EMPLOYEE PERFORMANCE ANALYSIS

ANALYSING THE PERFORMANCE OF THE EMPLOYEE BY CONSIDRING VARIOUS FACTORS LIKE GENDER PERFORMANCE CODE RATING AND THEIR ACHEIVEMENTS IN ORDER TO IDENTIFY TRENDS AND PATTENS OF DIFRENT CATOGIRIES OF EMPLOYEES LIKE HIGH,MEDIUM AND LOW

- OBJECTIVES

TO ENHANCE EMPLOYEE PERFORMANCE BY IDENTIFYING AND ADDRESSING KEY FACTORS AFFECTING PRODUCTIVITY QUALITY OF WORK AND ENGAGEMENT

- SCOPE

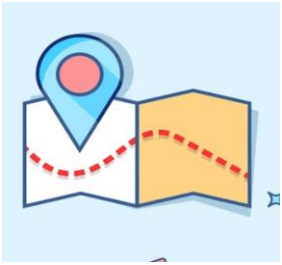
COLLECT AND ANALYSIS DATA FROM PERFORMANCE REVIEWS SURVEYS AND INTERVIEWS TO IDENTIFING ROOT CAUSES OF PERFORMANCE ISSUES IMPLEMENT IMPROVEMENT STRATEGIES AND MONITORS THEIR EFFECTIVENESS

# WHO ARE THE END USERS?

- BOARD OF DIRECTORS
- MANAGEMENT AND LEARDSHIP
- HUMAN RESOURCES (HR)
- EMPLOYEE TEAM LEADERS AND SUPERVISORS
- TRAINING AND DEVELOPMENT
- EXECUTIVES
- PROJECT MANAGER
- FINANCE DEPARTMENT
- IT DEPARTMENT
- OPERATIONS MANAGERS
- SALES AND MARKETING TEAMS







# SOLUTION AND ITS VALUE PROPOSITION

**Value Proposition vs. Mission Statement**

Free CRM Software  
That Grows With  
Your Business



Helping millions of  
organizations grow  
better.



**Your value proposition is what you offer customers and why they should choose you.**

**Your mission statement is your objective as an organization.**

- ✓ CONDITIONAL FORMATTING = MISSING
- ✓ FILTER = REMOVE
- ✓ FORMULA = PERFORMANCE
- ✓ PIVOT TABLE = SUMMARY
- ✓ GRAPH = DATA VISUALIZATION

# DATASET DESCRIPTION

- ❑ EMPLOYEE DATASET - KAGGLE
- ❑ 26 FEATURES AVAILABLE - 9 FEATURES USED
- ❑ EMPLOYEE ID - NUMERICAL
- ❑ EMPLOYEE NAME - TEXT
- ❑ EMPLOYEE TYPE - ROLES
- ❑ PERFORMANCE LEVEL - HIGH, MEDIUM AND LOW
- ❑ GENDER - MALE AND FEMALE
- ❑ EMPLOYEE RATING - NUMERICAL



## BIG DATA





# THE “WOW” IN OUR SOLUTION



- ❖ CONDITIONAL FORMATTING  
IDENTIFYING MISSING DATA.
- ❖ FILTER  
TO REMOVE BLANK CELLS.
- ❖ PERFORMANCE LEVEL  
IFS (logical\_test 1,[logical\_test2,value\_if\_true2],...)  
IFS(Z8>=5,"VERY  
HIGH",Z8>=3,MEDIUM",TRUE,"LOW)
- ❖ SUMMARY  
PIVOT TABLE
- ❖ DATA VIZUALIZATION  
GHRAPH : COLUMN CHART WITH TREND LINE

# MODELLING

- DATA COLLECTION
- FEATURE COLLECTION
  - DATA CLEANING
- PERFORMANCE LEVEL
  - SUMMARY
- VISUALIZATION

## DATA COLLECTION

1. DATA FROM KAGGLE
2. DATA SELECTION



## FEATURES COLLECTION

1. FEATURES IDENTIFICATION
2. CONDITIONAL FORMATING

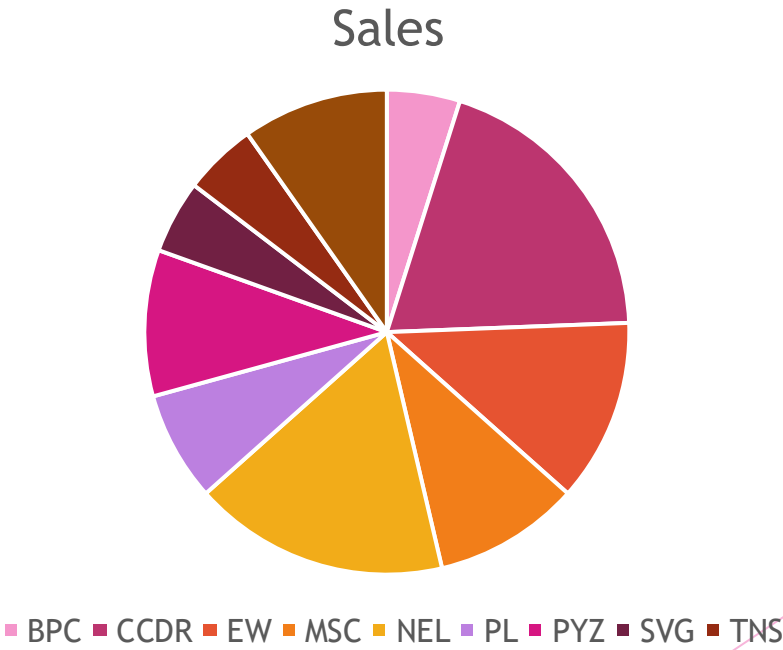
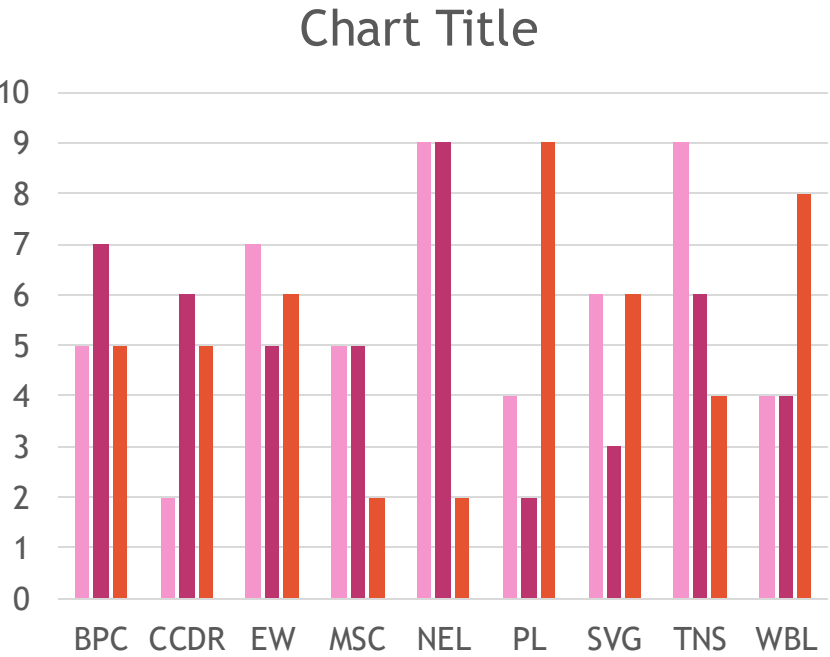
- ▶ DATA CLEANING
- ▶ 1. IDENTIFYING MISSING
- ▶ 2. FILTEROUT MISSING VALUE

## SUMMARY

1. PIVOT TABLE
  2. RESULT EMPLOYEE PERFORMANCE LEVEL
- ▶ DATA VISUALIZATION
  - ▶ 1. GRAPH
  - ▶ 2. COLUMN CHART

# RESULT

## EMPLOYEE PERFORMANCE NANLYSIS



# CONCLUSION

THE BAR CHART AND PIE CHART PROVIDED COMPLEMENTARY INSIGHTS INTO EMPLOYEE PERFORMANCE ACROSS DIFFERENT CATEGORIES. THE BAR CHART OFFERS A DETAILED COMPARISON SHOWING PERFORMANCE LEVELS SUCH AS LOW AND HIGH AND MEDIUM ACROSS THE CATEGORIES LIKE SVC, INC, INS, AND WBL THIS ALLOWS THE COMPANY SUCH AS HIGH MEDIAN MODE THESE CHARTS ENABLE THE APPROACH IMPROVEMENT LIKE COMPANY MODEL