Employee Data Analysis using Excel

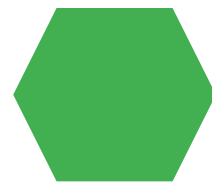STUDENT NAME: M.Vijitha
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PROJECT TITLE

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

Problem statements often have three elements: the problem itself, stated clearly and with enough contextual detail to establish why it is important; the method of solving the problem, often stated as a claim or a working thesis; the purpose, statement of objective and scope of the document the writer is preparing.

To write a problem statement on employee performance, you need to identify the specific area of performance that is problematic, such as low productivity, high absenteeism, or poor quality of work.

PROJECT   OVERVIEW

 A project overview is a detailed description of a project's goals and objectives, the steps to achieve these goals, and the expected outcomes. In addition, a project overview enables you to outline the project schedule, budget, necessary resources, and status.

A project overview outlines the important details of your project, such as its goals and potential risks. Knowing more about project overviews and how to create one can help you stay organized and work more efficiently.

Describe the timeframe, broader concepts, and more important ideas that will be examined in the course. State what the course will cover, not what the course might cover. The description is not the place to discuss class requirements or issues of course administration.

WHO ARE THE END USERS?

An end user is a person or other entity that consumes or makes use of the goods or services produced by businesses. In this way, an end user may differ from a customer since the entity or person that buys a product or service may not be the one who actually uses it.

An end user is a hands on user who actually uses a product on a regular or daily basis. End users are particularly important in product development as they can provide feedback to developers to ensure that software products function properly and are useful to those who need them.

In other words, the end customer is the last consumer of a product or service. For example, grocery shoppers who buy farm produce for food are excellent examples of end-users. In order to develop successful products or services, businesses must identify and find ways to solve customer needs.

OUR SOLUTION AND ITS VALUE PROPOSITION

A value proposition is a short statement that communicates why buyers should choose your products or services. It's more than just a product or service description — it's the specific solution that your business provides and the promise of value that a customer can expect you to deliver.

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Dataset Description

A Dataset is a set or collection of data. This set is normally presented in a tabular pattern. Every column describes a particular variable. And each row corresponds to a given member of the data set, as per the given question. This is a part of data management.

A data set (or dataset) is a collection of data. In the case of tabular data, a data set corresponds to one or more database tables, where every column of a table represents a particular variable, and each row corresponds to a given record of the data set in question.

Data summaries usually present the dataset's average (mean, median, and/or mode); standard deviation from mean or interquartile range; how the data is distributed across the range of data (for example is it skewed to one side of the range); and statistical dependence (if more than one variable was captured in the ...

THE "WOW" IN OUR SOLUTION

Step 1: Establish Performance Goals. ...
Step 2: Create a Performance Tracking Spreadsheet. ...
Step 3: Track Performance. ...
Step 4: Analyze Performance Data. ...
Step 5: Provide Feedback. ...
Step 6: Monitor Progress.

MODELLING

A performance evaluation model is crucial for a company as it measures individual and collective employee. This helps identify strengths and areas for improvement and contributes to professional development, goal alignment, and continuous improvement.

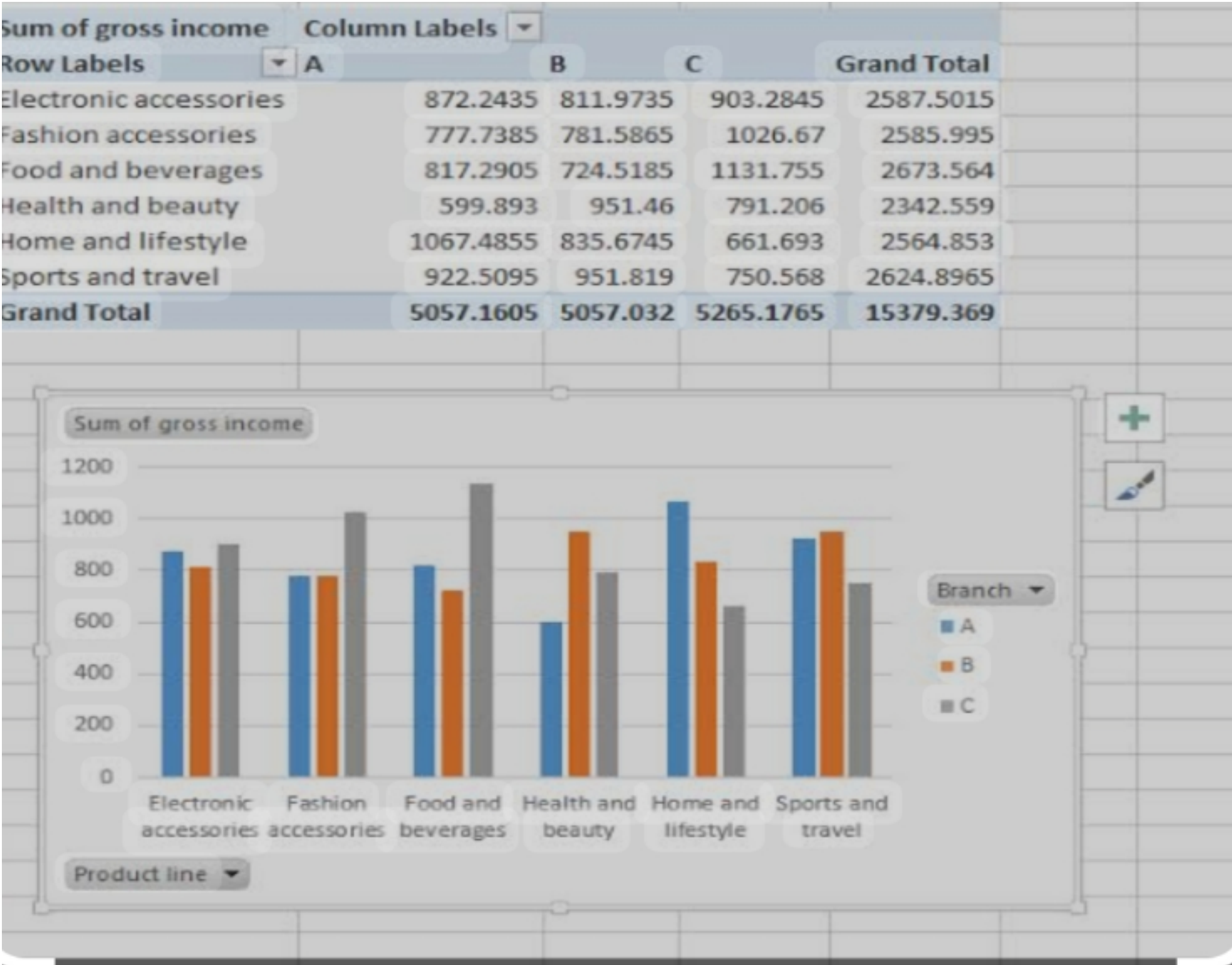Determine which metrics to track. The first step in creating an Excel dashboard involves planning. ...
Compile and import your data. ...
Complete any necessary data cleaning. ...
Apply Excel's table function to sort data. ...
Visualize your data with charts and graphs.

RESULTS

conclusion

In conclusion, performance appraisal is an important process that provides numerous benefits to both employees and organizations. It helps employees identify areas for improvement, set goals, receive feedback, and receive recognition for their achievements.

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Use a calculated field in a pivot table to determine the average "Engagement Score" per year. Bring the Engagement Score Column from the Engagement table into the Employee Table using the Vlookup function and then select the Employee table to insert a pivot table.