Employee Data Analysis using Excel

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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

➤ This powerpoint is about the performance analysis of the employees in a company during a particular period.

➤ This performance analysis is used to know about the work of an employee.

➤ By doing this we can easily identify the best employees of the company.

PROJECT OVERVIEW

➢ Employee performance analysis is the process of eveluating how well employees perform their job duties and responsibilities.This involves assessing various aspects of their work,including productivity, quality and efficiency, as well as their contribution to organizational goals.

➢ in this project the performance is analysed by using the employee's gender,business unit, performance level, employee status, first name, last name and with 20 more columns.

WHO ARE THE END USERS?

The end users of the employee performance analysis are:

- ➢ Employee
- ➢ Manager
- ➢ Supervisor
- ➢ Financial analyst
- ➢ Employer
- ➢ HR
- ➢ Executives
- ➢ Senior leadeship
- ➢ Training and development teams

OUR SOLUTION AND ITS VALUE PROPOSITION

USED FORMULAS AND TECHNIQUES:

➢ Conditional formatting to find the blank cells.

➢ Filter option to eliminate the blank cells in the columns.

➢ IFS formula to convert the performance rating to text.

➢ Pivot table to make a summary about the project.

➢ Chart visualisation for easy understanding of the analysis.

Dataset Description

DETAILS OF THE DATASET:

- ➤ Downloaded the dataset from the Edunet student dashboard.
- ➤ It contains totally 26 features.
- ➤ In this project I have selected 9 features to analyse the performance.
- ➤ Employee ID and the current emoloyee rating are in numerical values.
- ➤ I have added one more feature called performance level to convert the rating into text by formula.

THE "WOW" IN OUR SOLUTION

☐ The main thing of the project is converting the rating into text by using the IFS formula:
=IFS(Z8>=5,"OUTSTANDING",Z8>=4,"VERY GOOD",Z8>=3,"GOOD",TRUE,"LOW")

❑ The second part is about the pivot table used in the excel to easily identify the performance based on the business unit:

GenderCode	(ALL)										
Count of PERFORMANCE LEVEL	BusinessUnit										
EmployeeClassificationType	BPC	CCDR	EW	MSC	NEL	PL	PYZ	SVG	TNS	WBL	Grand Total
Full-Time	41	57	54	39	50	57	50	56	52	48	504
Part-Time	40	44	53	55	50	40	51	48	49	47	477
Temporary	69	44	47	63	54	46	56	63	49	61	552
Grand Total	150	145	154	157	154	143	157	167	150	156	1533

MODELLING

❑ Data collection:
 The employee dataset is collected from the Edunet dashboard.
❑ Features collection:
 Then, the features for the project is selected from the dataset.
❑ Conversion:
 Then, the rating is converted into text by using formula.
❑ Creation of Pivot table:
 Then, created a pivot table using the insert tool.
➢ Where,
1. The business unit is used in the rows.
2. The gender code is used as filter.
3. The performance category is used as the values.
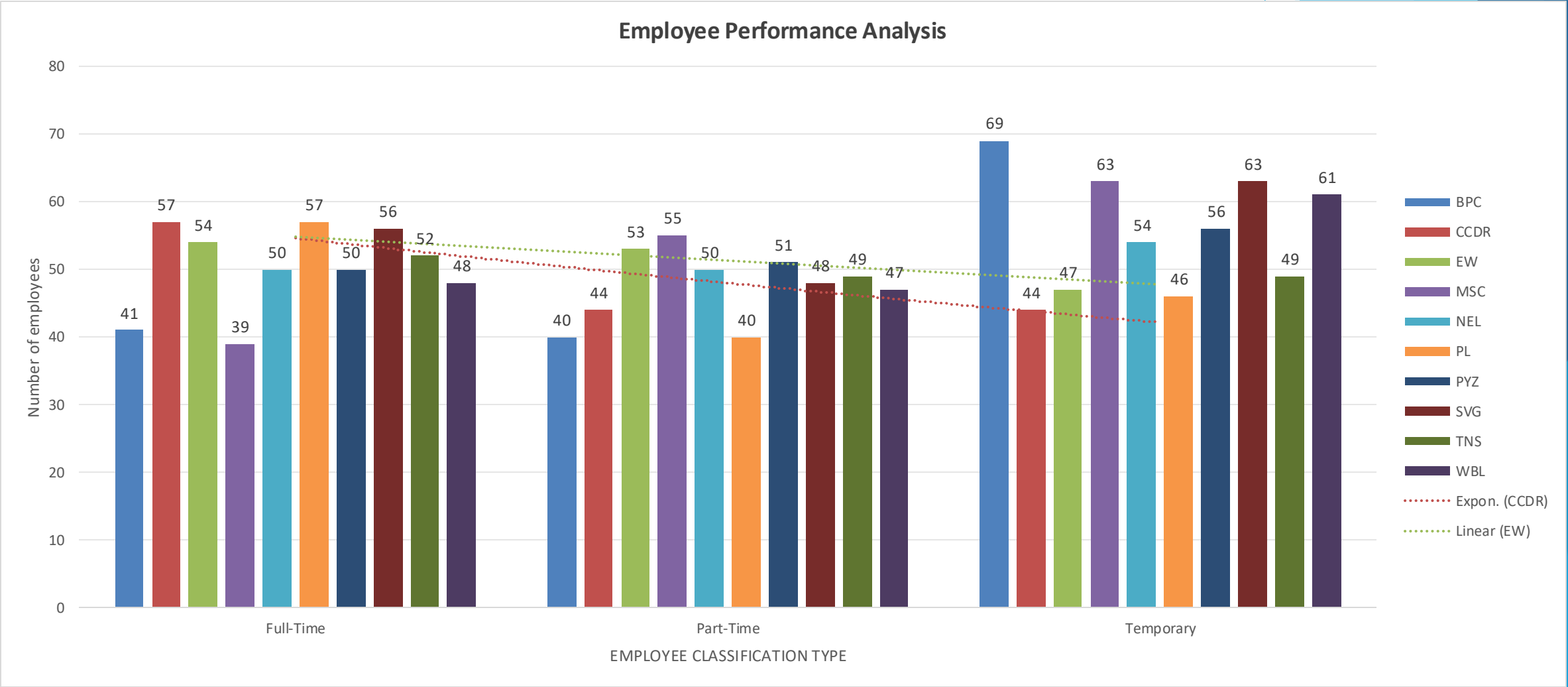4. The employee classification type is used in columns.
❑ Creation of chart:
 The chart is created by using the insert tool.
➢ Where,
1. Number of employees are in the Y axis and the business unit in the X axis. The chart
is used to classify the male and female employees performances separately.

RESULTS

CHART FOR EMPLOYEE PERFORMANCE ANALYSIS:

conclusion

❑The conclusion of EMPLOYEE PERFORMANCE analysis is that the BPC UNIT employees are performing more than the other employees.

❑It shows that the number of employees in the BPC UNIT job is between 40 and 69.

❑The number of employees in the MSC unit job is between 39 and 63.

❑Lastly the number of employees in the temporary job is 48 and 56.

❑Therefore, the company may prefer BPC unit job persons more than others to get a good outcome.