**Instructions:**

1. Open **Brightness\_Termination\_Data.xlsx**

**Question1: (12 Marks)**

You are hired by Brightness, a hypermarket chain company, as a data analyst. Your first task is to project the number of employee termination based on 2020 termination records

1. What was the total number of terminations in 2020? (1 mark)

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1. Calculate the 2021 projected termination knowing that termination rate has grown around the world at an average of 7%

(1 mark)

**Supportive formula:** Projection termination of 2021 = Terminations of 2020 + (Terminations of 2020\*7%)

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1. After you perform the calculation, create a table to study the effect of the rate on the projection of terminations 2021 (starting from 4% until 10% with 0.5% increments \_\_\_\_\_\_\_\_\_\_ (2 mark)
2. What would be the projected terminations if it is expected to grow by 4.5%? (0.5 mark)

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1. Create a summary table to show the total termination for each termination reason (Retirement, Resignation, Layoff), (2 mark)
   * Which one is the highest?

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1. Brightness is thinking of introducing a categorization of contract terminations, if the termination was a retirement or a resignation then it is a “Voluntary” termination, if it was a layoff then it is an “Involuntary” termination.
   1. Based on the above description Fill out the **termtype\_desc column.** (2 marks)
   2. What percentage of total terminations were voluntary? (1 mark)

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1. You are to study the experience level of terminated employees based on the following rough classification. (2 marks)
   * If the employee has served for 5 years or less then he/she is a “Newcomer”
   * If the employee has served between 6 to 10 years, then he/she is a “Proficient”
   * If the employee has served for more than 10 years, the he/she is an “Expert’

Fill out the **Emp\_PrevSTATUS** accordingly

**-END OF CASE STUDY-**