Employee Data Analysis using Excel

STUDENT NAME: AFRA RASMI.SM
REGISTER NO:312216755/NM ID:asunm1659312216755
DEPARTMENT:B.COM(ACCOUNTING AND FINANCE
COLLEGE:SHRI KRISHNASWAMI COLLEGE FOR WOMEN

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

WHY THIS ANALYSIS:

1; TRACKING THE PERFORMANCE

2; INCREMENTS

3; ACHIEVEMENTS

4; FOCUSING ON THE GROWTH

5; PROMOTIONS

6; MOTIVATING IN BETTER MANNER FOR GROWTH

7; MARKET OPPORTUNITIES

8; HIGH ABSENTEEISM

PROJECT OVERVIEW

. THE PROJECT IS ABOUT ANALYSING THE EMPLOYEE DATA SET IN EXCEL AND DEFINING THE PROBLEM STATEMENT, HERE ARE THE STEPS

1;DRAG THE YEAR COLUMN IN THE ROW FIELD
2;PERFORMANE SCORE IN THE VALUES FIELD
3;SELECT PIVOT TABLE
4;INSERT A COLUNM CHART
5;THEN SELECT ANY CELL OF THE PIVOT TABLE AFTER THAT GO TO THE ANALYZ TAB AND THEN INSERT SLICER.

WHO ARE THE END USERS?

1; EMPLOYEES
2;MANAGERS
3;COMPANIES
4;HIRING MANAGER
5;BUSINESS LEADERS
6;ORGANISATIONS
7;WORKFORCE PLANNERS

OUR SOLUTION AND ITS VALUE PROPOSITION

WHAT ARE ALL THE THCHNIQUES USED IN ANALYSING THE EMPLOYEE DATA SET ARE US FOLLOWS:

1. CONTIONSIONAL FORMATING
2. PIVOT TABLES
3. DATA VISUALIZATONS
4. FORMULAS
5. GRAPHS
6. DATA VALIDATION
7. DATA CLEANING
8. SORTING
9. SCATTER PLOTS AND FILTERING

Dataset Description

1. EMPLOYEE DATASET
2. EMPLOYEE ID
3. FIRST AND LAST NAME OF EMPLOYEE
4. EMPLOYEE TYPE
5. PERFORMANCE LEVEL
6. GENDER: MALE OR FEMALE
7. EMPLOYEE RATING
8. PAY ZONE
9. DATE OF BIRTH
10. STATE
11. EXIT DATE

THE "WOW" IN OUR SOLUTION

=IFS (Z2>=5,"VERY HIGH",Z2>=4,"HIGH",Z3>=2,"MED",TRUE,"LOW")

MODELLING

DATA COLLECTION

.DOWNLOAD THE DATA IN THE GAGGLE OR IN THE EDUNET DASHBOARD

FEATURE COLLECTION

.IDENTIFYING THE EACH AND EVERY FEATURES OF PIVOT TABLES, CONDITIONAL FORMATTING,DATA CLEANING ,SCATTER PIVOTS AND GRAPHS.

DATA CLEANING

.IDENTIFYING THE MISSING VALUES
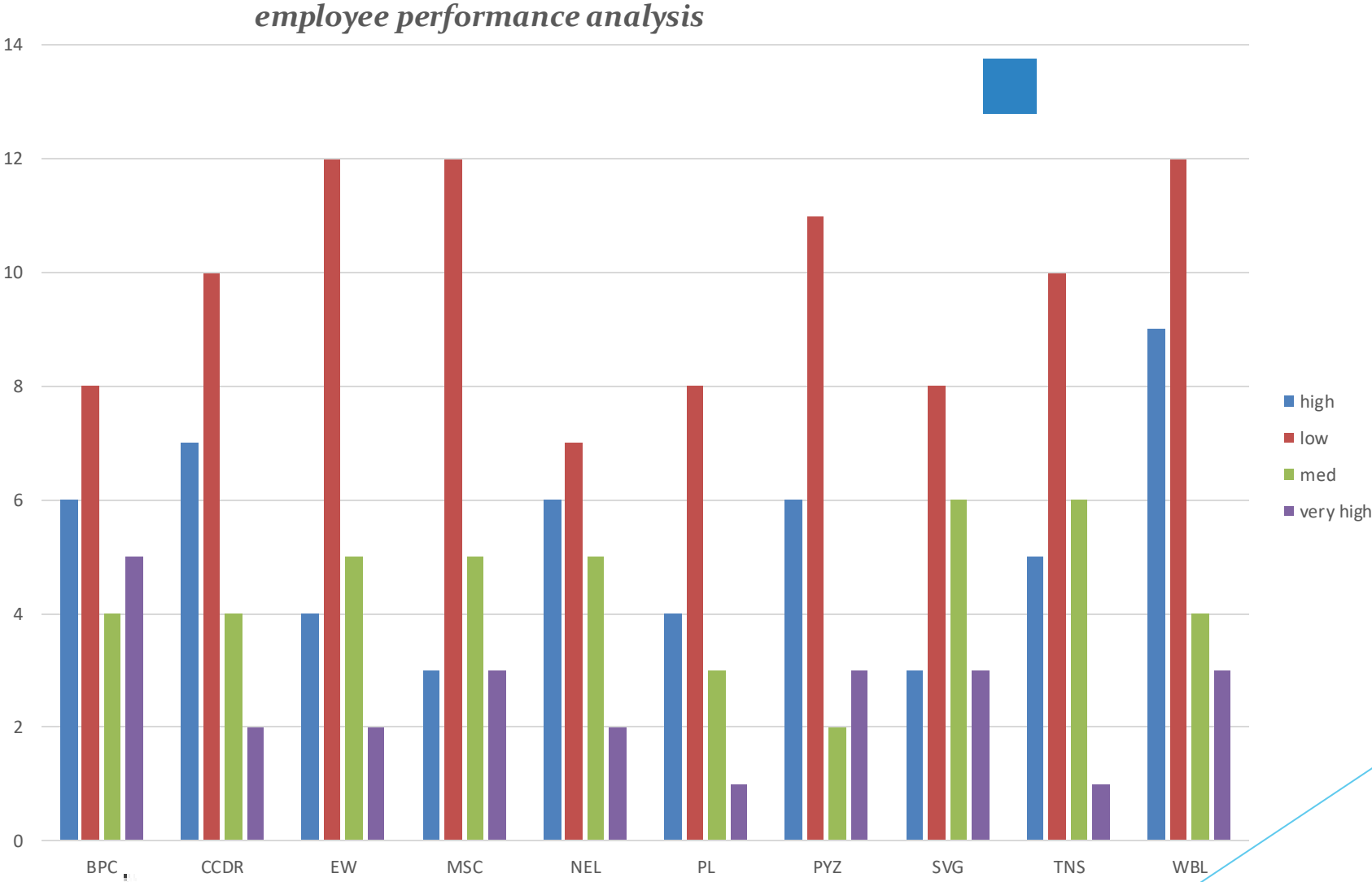
. FILTERING THE MISSING VALUES

PERFORMANCE LEVEL

.FORMULA TO CALCULATE PERFORMANCE LEVEL OF EMPLOYEES WHETEHR THERE PERFPRMANCE IS VERY HIGH , HIGH , LOW ,OR MID

SUMMARY

.DRAG THE YEAR COLUMN IN THE ROW FIELD,AND PERFORMANCE SCORE IN THE VALUES FIELD.SELECT THE PIVOT TABLE ,INSERT A COLUMN CHART, AND THEN SELECT ANY CELL OF THE PIVOT TABLE AFTER THAT GO TO THE ANALYZE TAB IN THE RIBBON AND THEN INSERT SLICER

RESULTS

employee performance analysis

conclusion

1.ANALYSING THE EMPLOYEE DATA SET IN THE EXCEL IS A TOOL FOR DATA ANALYSIS AND CAN HELP HR PROFESSIONALS IDENTIFY THE PATTERNS AND GAIN INSIGHTS FROM THEIR DATA.

2.DATA ANALYSIS HELPS RESEARCHERS DRAW MEANINGFUL AND EVIDENCE- BASED CONCLUSIONS FROM THEIR RESEARCH FINDINGS.IT PROVIDES A QUANTITATIVE BASIS FOR MAKING CLAIMS AND RECOMMENDATIONS