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Business Requirements Document (BRD)

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HR Analytics Project Agenda

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Executive Summary

The HR Analytics project aims to analyze employee data to provide actionable insights into various HR aspects, such as employee demographics, job details, and satisfaction levels. Using Power BI, this project will generate dashboards and reports that visualize key HR metrics, enabling data-driven decision-making to improve employee engagement, retention, and performance.

Project Objectives

1. Employee Attrition
2. Work-Life Balance
3. Diversity and Inclusion



Employee Attrition



Work-Life Balance



Diversity and Inclusion

Project Objectives

- 4. Job Satisfaction
- 5. Overtime Impact
- 6. Marital Status Influence
- 7. Employee Mobility



Job Satisfaction



Overtime Impact



**Marital Status
Influence**



Employee Mobility



Employee Attrition



Analyze the factors contributing to employee attrition to identify patterns and preventive measures.



Work-Life Balance

▶ Evaluate employee satisfaction concerning work-life balance to propose initiatives that improve overall satisfaction.



Diversity and Inclusion

- ▶ Measure and monitor diversity metrics to promote an inclusive workplace.



Job Satisfaction



Analyze various dimensions of job satisfaction to understand what drives employee happiness and productivity.



Overtime Impact



Investigate the effects of overtime on employee satisfaction and performance.



Marital Status Influence

Understand how marital status affects employee engagement and work behavior.





Employee Mobility

Track employee movement across departments and locations to optimize resource allocation.

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Scope of Work

Data Analysis

Dashboards

Reporting

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DataAnalysis

► Detailed analysis of employee data covering demographics, job involvement, satisfaction, and performance metrics.



Dashboards

► Creation of interactive Power BI dashboards to visualize key insights.

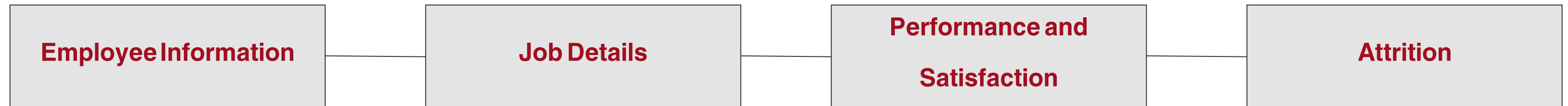


Reporting

- ▶ Development of reports that provide a detailed view of employee metrics, trends, and recommendations.

Data Requirements

The HR Analytics project uses a dataset containing the following columns:



Employee Information

Job Details



EmpID,
EmployeeNumber,
Age,
AgeGroup,
Gender,
MaritalStatus,
Education,
EducationField

JobRole, Department,
JobLevel, JobSatisfaction,
JobInvolvement,
YearsAtCompany,
YearsInCurrentRole,
YearsSinceLastPromotion,
YearsWithCurrManager,
OverTime

Performance and Satisfaction

Attrition



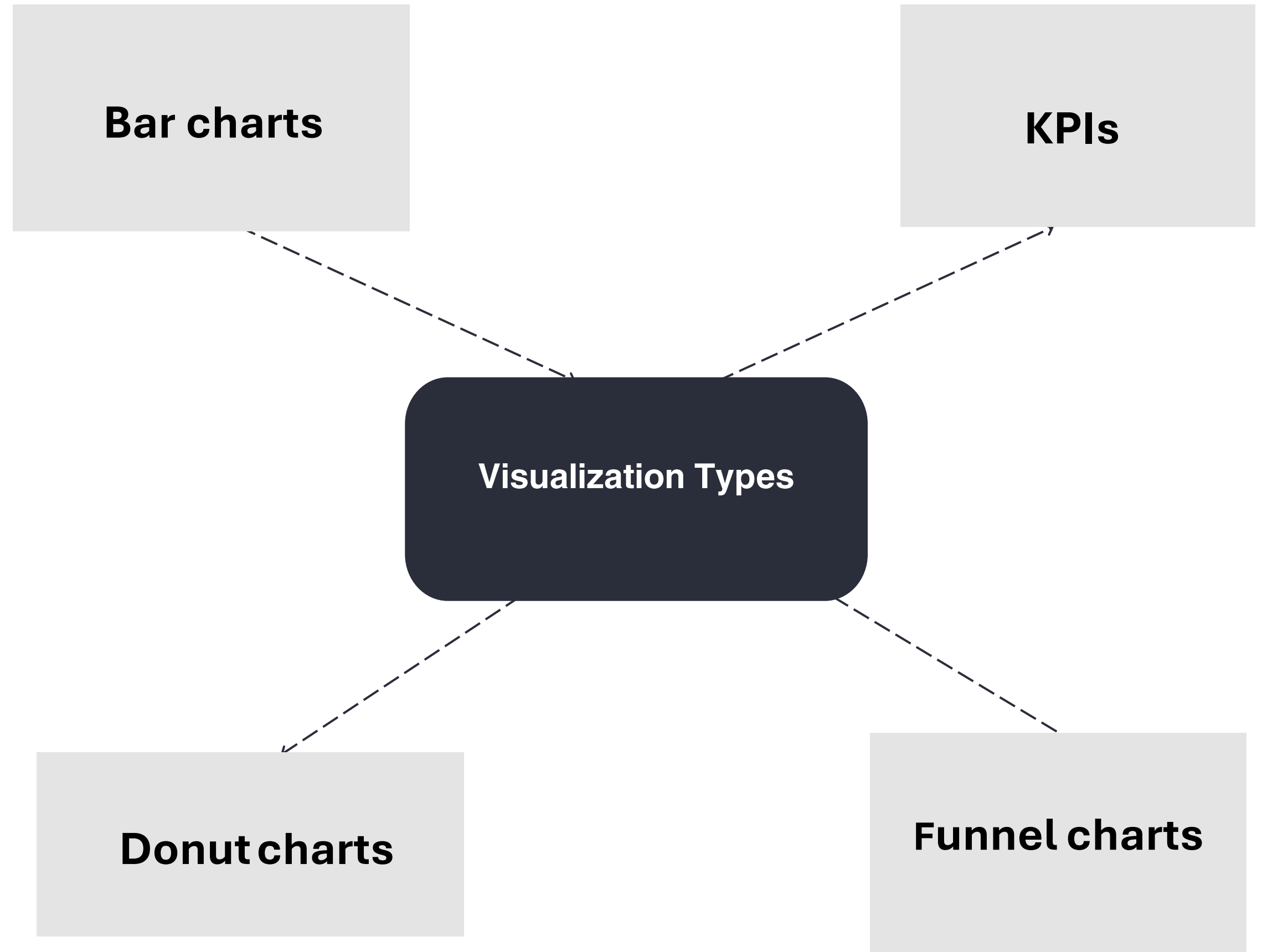
PerformanceRating,
EnvironmentSatisfaction,
RelationshipSatisfaction,
WorkLifeBalance,
TrainingTimesLastYear

Attrition (Yes/No)

Business Rules and Logic

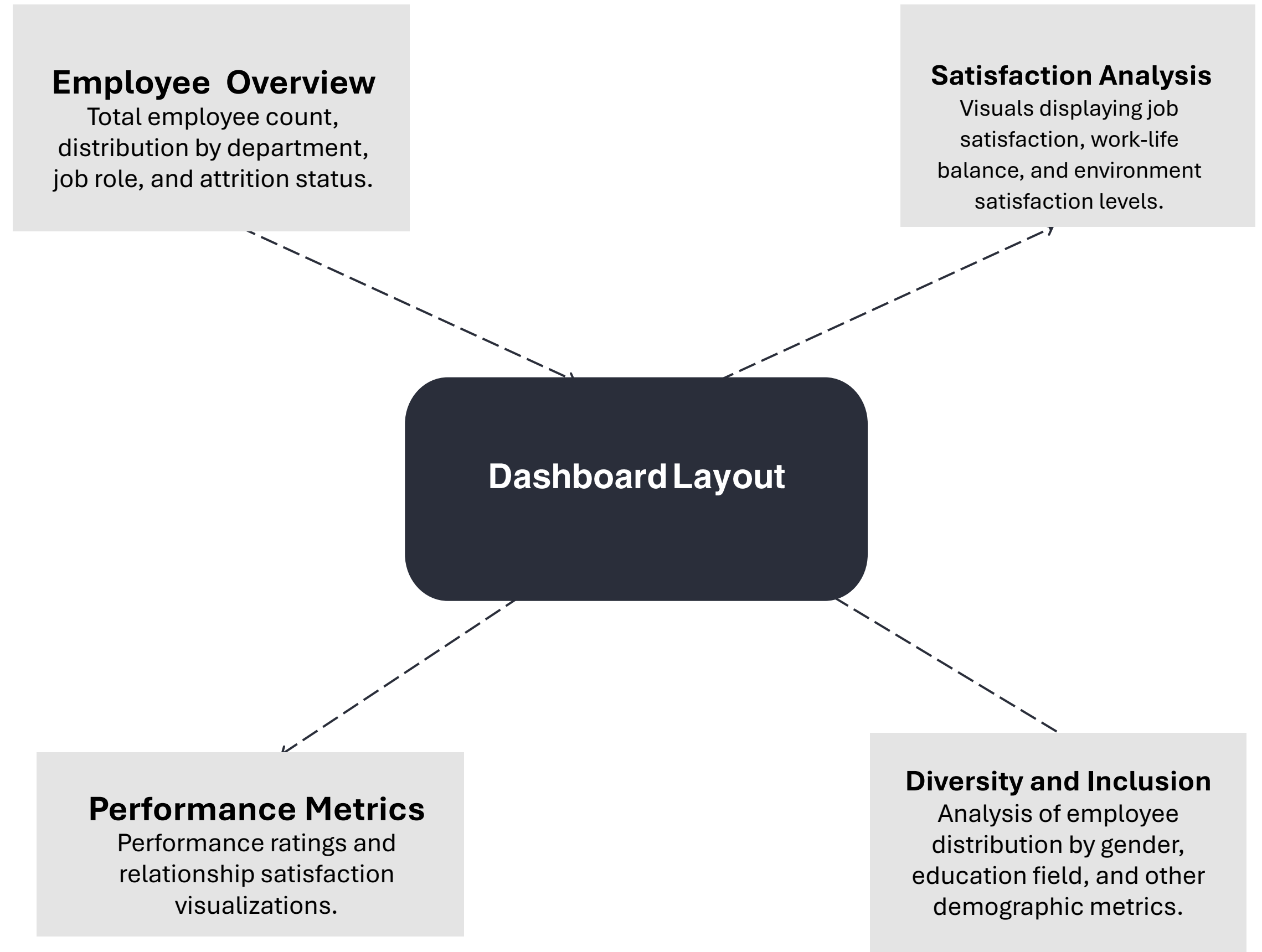
- ▶ Attrition Definition: Attrition is marked as "Yes" if the employee has left the organization and "No" if still active.
- ▶ Job Satisfaction Levels: Use a scale from 1 to 4 to quantify job satisfaction, where 1 represents low satisfaction, and 4 represents high satisfaction.
- ▶ Performance Ratings: Classify performance ratings into categories to easily interpret employee performance.

Report Design



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Report Design



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Security and Access

The Power BI report access will be restricted to HR managers and authorized personnel only.

Sensitive data, such as individual salaries and personal identifiers, will be anonymized to maintain confidentiality.

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Assumptions and Constraints

Assumptions: The data is assumed to be accurate and representative of the current workforce. The visualizations reflect current organizational trends.

Constraints: Limited to the data available in the HR dataset and the capabilities of Power BI. Data refreshes and updates may affect the real-time accuracy of the dashboards.



Complete

Thank You

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