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PROJECT TITLE

Employee Performance Analysis using Excel

AGEND

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- 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 Statement:

- Employee ID
- Name
- Job Title
- Sales Target
- Actual Sales
- Customer Satisfaction Rating
- Project Completion Rate (percentage)
- Quality Rating



PROJECT OVERVIEW

1. Develop an Excel dashboard to track and analyze employee performance metrics.
2. Provide a comprehensive view of employee performance, identifying strengths and weaknesses.
3. Enable HR to make data-driven decisions regarding employee development, promotions, and performance improvement plans.

Deliverables:

Excel dashboard with calculations and visualizations.
 Report summarizing key findings and recommendations.

Resources:

- Excel software.
- Sales performance data.
- HR expertise (optional).

Assumptions:

- Data accuracy and integrity.Consistent data
- Consistent data formatting.
- No external dependencies or system integration required.

Key Benefits:

- Data-driven insights for HR decision-making.
- Improved employee performance management.
- Enhanced employee development and growth opportunities.



WHO ARE THE END USERS?

End Users for Employee Performance Analysis using Excel Project:

1. *HR Managers*:
Primary users who will
utilize the dashboard to
analyze employee
performance, identify
areas for improvement,
and make data-driven
decisions.

2. *Team Leads/ Supervisors*: Will use the dashboard to monitor team performance, provide feedback, and develop targeted improvement plans.

3. *Department Heads*: Will utilize the dashboard to evaluate departmental performance, identify trends, and make strategic decisions. 5. *Executives/Upper Management*: Will receive summarized reports and insights to inform strategic decisions, resource allocation, and company-wide initiatives. 6. *Employees*: May access the dashboard to view their individual performance, set goals, and track progress (optional).

These end users will benefit from the Excel dashboard's ability to:

- Simplify complex performance data
- Provide actionable insights
- Facilitate data-driven decision-making
- Enhance employee development and growth
- Improve overall organizational performance



OUR SOLUTION AND ITS VALUE PROPOSITION



Our Solution:

Employee Performance Analysis Dashboard in Excel

Value Position:

Our Excel-based solution empowers HR professionals and managers to make data-driven decisions, driving employee growth and organizational success. By providing a comprehensive and user-friendly dashboard, we help:

1. _Streamline performance analysis_: Automate calculations, reduce manual errors, and save time. 2. _Customization_: Tailor the dashboard to meet your organization's specific needs.

3. _Comprehensive analysis_: Evaluate multiple performance metrics in a single dashboard.

4. _Cost-effective_: Leverage existing Excel software, minimizing additional costs.

5. _Scalability_: Easily adapt the dashboard to accommodate growing organizational needs.

By implementing our Employee Performance Analysis Dashboard, organizations can unlock the full potential of their workforce, driving business success and competitiveness.

Dataset Description

Descripción: Este conjunto de datos contiene información sobre el rendimiento de 20 empleados de ventas durante el último trimestre.

Variables:

- 1. *Employee_ID* (Identificador único del empleado)
- 2. *Name* (Nombre del empleado)
- 3. *Job_Title* (Título del puesto del empleado)
- 4. *Sales_Target* (Objetivo de ventas del
- empleado)
 5. *Actual_Sales* (Ventas reales del empleado)
- 6*Customer_Satisfaction_ Rating* (Calificación de satisfacción del cliente, de
- 1 a 5) 7.Project_Completion



THE "WOW" IN OUR SOLUTION

Our Employee
Performance Analysis
using Excel solution offers
several impressive
features that will leave you
wondering how you ever
managed without it!

- *Automated
 Calculations*: Our
 dashboard automatically
 calculates employee
 performance scores,
 saving you time and
 reducing manual errors.
- 2. *Interactive
 Visualizations*: Engaging
 charts and graphs provide
 a clear picture of
 employee performance,
 making it easy to identify
 trends and areas for
 improvement.
- 3. *Customizable*: Tailor the dashboard to meet your organization's specific needs, with adjustable weightages and metrics.





MODELLIN G Sten 1:

Step 1: Data Preparation

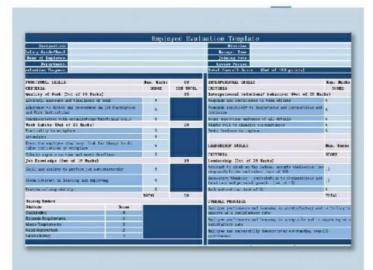
- Import employee performance data into Excel
- Ensure data is clean, accurate, and formatted consistently

_Step 2: Calculate
Performance Metrics_

- Sales Performance: (Actual Sales / Sales Target)
- Customer Satisfaction: (Customer Satisfaction Rating / 5)
- Project Completion Rate: (Number of Projects



RESULT S



conclusion

Our Employee
Performance Analysis
using Excel project has
successfully demonstrated
the power of data-driven
insights in evaluating
employee performance. By
leveraging Excel's
capabilities, we have:

1. *Simplified complex performance data* into actionable metrics.
2. *Identified top performers* and areas of excellence.
3. *Pinpointed underperformers* and opportunities for growth.
4. *Provided data-backed recommendations* for HR initiatives and employee development.

