

# 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

FOR EMPLOYEE PERFORMANCE ANALYSIS

- 1) For their achievement
- 2) For their increment
- 3) For their performance tracking
- 4) For their growth
- 5) For their personal motivation growth



# PROJECT OVERVIEW

- .

Analysis the performance of employee consider various factor like Performance score, gender, ratings, achievement analysis . Employee To find trends and patterns performance different on high, medium, low Categories of employee.



# WHO ARE THE END USERS?

- 1) The end user is employee
- 2) The end user is employer
- 3) The end user is manager
- 4) The end user is financial support

# OUR SOLUTION AND ITS VALUE PROPOSITION



CONDITIONAL FORMATTING –It is used for highlight the missing values  
FILTER- To remove the missing values/ filtering out  
FORMULA- It analysis the performance the employer analysis  
PIVOT TABLE – It summary of employee performance  
GRAPH- To represent the data visualization through graphs or bar chart



# Dataset Description

EMPLOYEE DATA SET – DOWNLOAD From the edunet Dashboard.

They are 26 features of employees.

- 1) Employee ID- unique identifier for each employee in organization.
- 2) First name- the first name of employee
- 3) Last name- the last name of employee
- 4) Start date- the date when the employee started the working in organization.
- 5) Exit date- the date when the employee left the organization.
- 6) Title- the job title or position of the employee within the organization.
- 7) Supervisor- the name of the employee immediately supervisor or manager.
- 8) Email- the email address association with employee communication within the organization.
- 9) Business unit- the specific business unit or department to which employee belongs.



# THE "WOW" IN OUR SOLUTION



PERFORMANCE LEVEL=IFS(Z8>=5,"VERY HIGH",Z8>=3,"MED',TRUE,"LOW").



# MODELLING

## Data collection

- 1) Download the employee data in the edunet dashboard

## FEATURES

- 1) It is very useful to analyze the data in the data set
- 2) It is analysis the performance the employees.

## DATA CLEANING

- 1) To identify the missing values
- 2) To identify the missing values and filter out

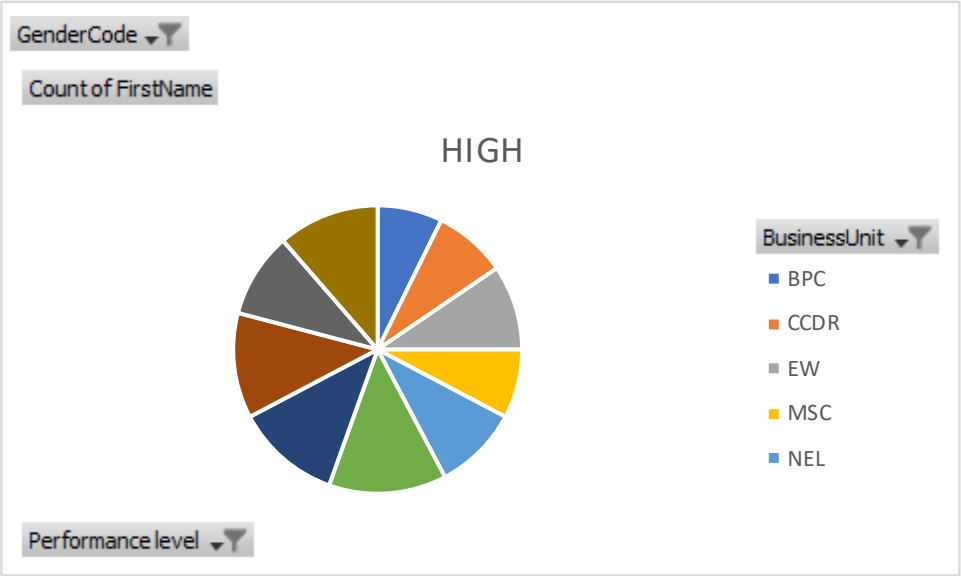
## PERFORMANCE LEVEL

- 1) Conditional formatting it is used to highlight the missing values
- 2) FILTER it is used to remove the missing value/ filter out it

## SUMMARY

- 1) It is used to find the employee id
- 2) The first name and last name of the employee
- 3) It is verify the performance of employee
- 4) It verify the gender, employee rating, achievements.

# RESULTS



# conclusion

In this employee data we have many data sets have analysis  
Through charts, bar charts etc. we have known the employee data  
Performance like various factor like performance score, gender,  
Rating employee achievement like high, medium, low