



NAME : R.DHANALAKSHMI
REGISTER NO : 312210296
DEPARTMENT: B.COM (GENERAL)
COLLEGE NAME : GSS JAIN COLLEGE
FOR WOMEN



PROJECT TITLE

- ***EMPLOYEE PERFORMANCE ANALYSIS USING EXCEL***

AGENDA

- **PROBLEM STATEMENT**
- **PROJECT OVERVIEW**
- **END USERS**
- **OUR SOLUTION AND PREPARATION**
- **DATA SET DESCRIPTION**
- **MODELLING APPROACH**
- **RESULTS AND DISCUSSION**
- **CONCLUSION**

PROBLEM STATEMENT

- **THE ORGANISATION SEEKS TO IMPROVE OVERALL WORKFORCE PRODUCTIVITY AND EFFECTIVENESS BY ANALYSING EMPLOYEES PERFORMANCE. TO ADDRESS THESE ISSUES THE COMPANY HAS TO REBUTS PERFORMANCE ANALYSIS FRAMEWORK THAT CAN**
 1. **ASSESSMENT PERFORMANCE MATRIC** : IDENTIFY AND QUANTITY RELEVANT PERFORMANCE INDICATORS
 2. **BENCH MARK PERFORMANCE** : ESTABLISH BENCHMARK AND PERFORMANCE STANDARDS
 3. **ENHANCE FEEDBACK MECHANISM** : IMPROVE THE FEEDBACK BACK PROCESS
 4. **ANALYSIS PERFORMANCE DATA** : UTILITIES PERFORMANCE DATA TO IDENTIFY.

PROJECT OVERVIEW

- **GOAL** : TO EVALUATE AND ENHANCE EMPLOYEE PERFORMANCE
- **PURPOSE** : TO IDENTIFY STRENGTH AND WEAKNESS.
- **RESOURCES** : PERFORMANCE MANAGEMENT SOFTWARE

DATA ANALYSIS TOOLS

HR AND DEPARTMENTAL INPUT

ACCESS PERFORMANCE CHANNELS.

END USERS

- ***MANAGERS AND SUPERVISORS***
- ***HUMAN RESOURCES PROFESSIONALS***
- ***EXECUTIVE AND SENIOR LEADERSHIP***
- ***EXECUTIVE***
- ***TEAM LEADERS***



OUR SOLUTION AND IT'S VALUE PROPOSITION

- **KEY FEATURES**

REAL TIME ANALYSIS

CUSTOMIZABLE DASHBOARD

AI POWERED INSIGHTS

- **VALUE PROPOSITION**

DATA DRIVEN INSIGHTS

REDUCED TURNOVER

OPERATIONAL EFFICIENCY

DATA SET DESCRIPTION

- ***WEB SITE –***
- ***FEATURES –***
- ***MY ANALYSIS –***
- ***EMPLOYEE TYPE***

1 . STARTING DATA AND ENDING DATA

2 . GENDER : MALE OR FEMALE

3 .CURRENT EMPLOYEE RATING AND PERFORMANCE LEVEL

MODELLING

- **DATA COLLECTION**

1. **KAGGALE**
2. **DOWNLOAD THE EMPLOYEE DATASET**
3. **PREPARE THE EMPLOYEE DATASET**

- **FEATURES COLLECTION**

1. **THERE 26 FEATURES**
2. **MY ANALYSIS ARE 9 FEATURES**

- **DATA CLEANING**

1. **IDENTIFY THE MISSING VALUE**

2. **MISSING VALUE SHORT AND FILTER**

- **PERFORMANCE LEVEL**

1. **VERY HIGH**

2. **HIGH**

3. **MEDIUM OR LOW**

- **SUMMARY**

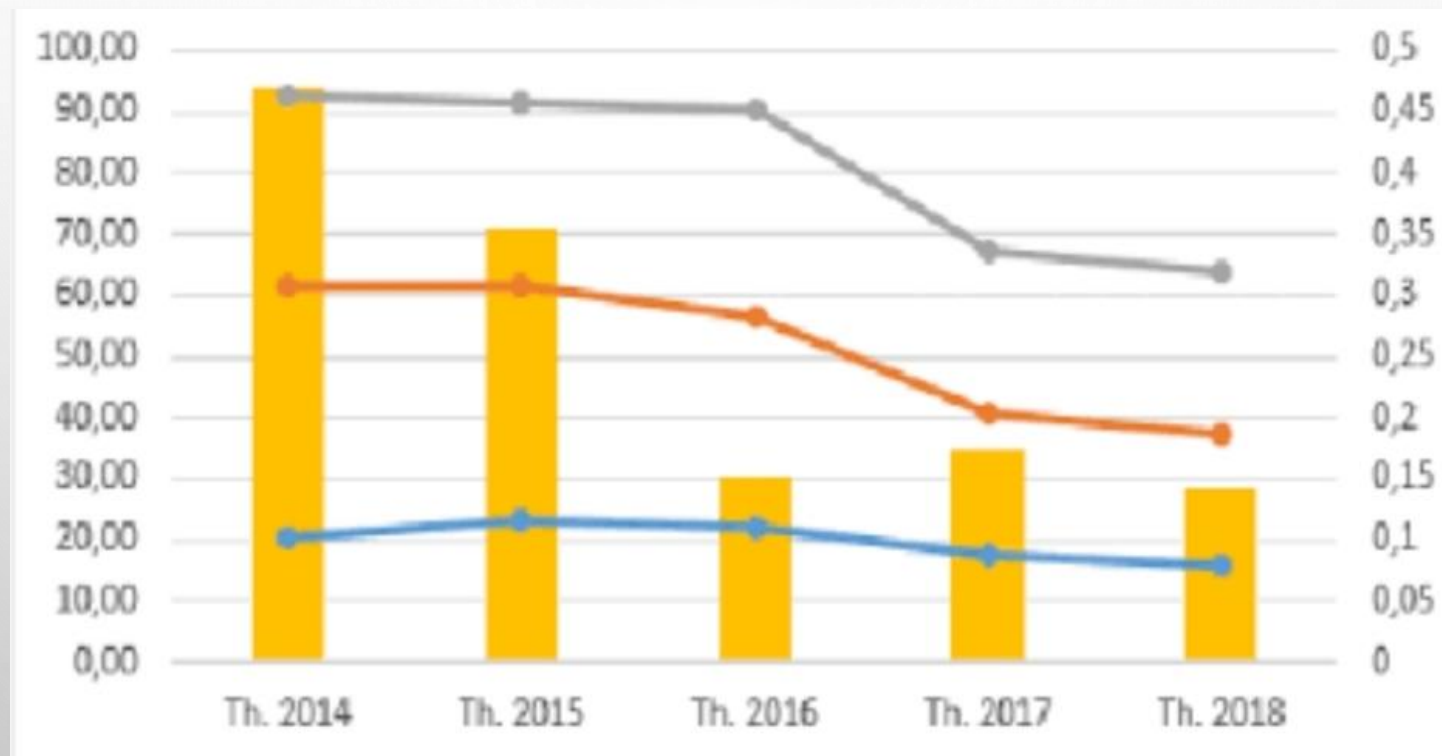
1. **PIVOT TABLE**

2. **GRAPH TO ANALYSES**

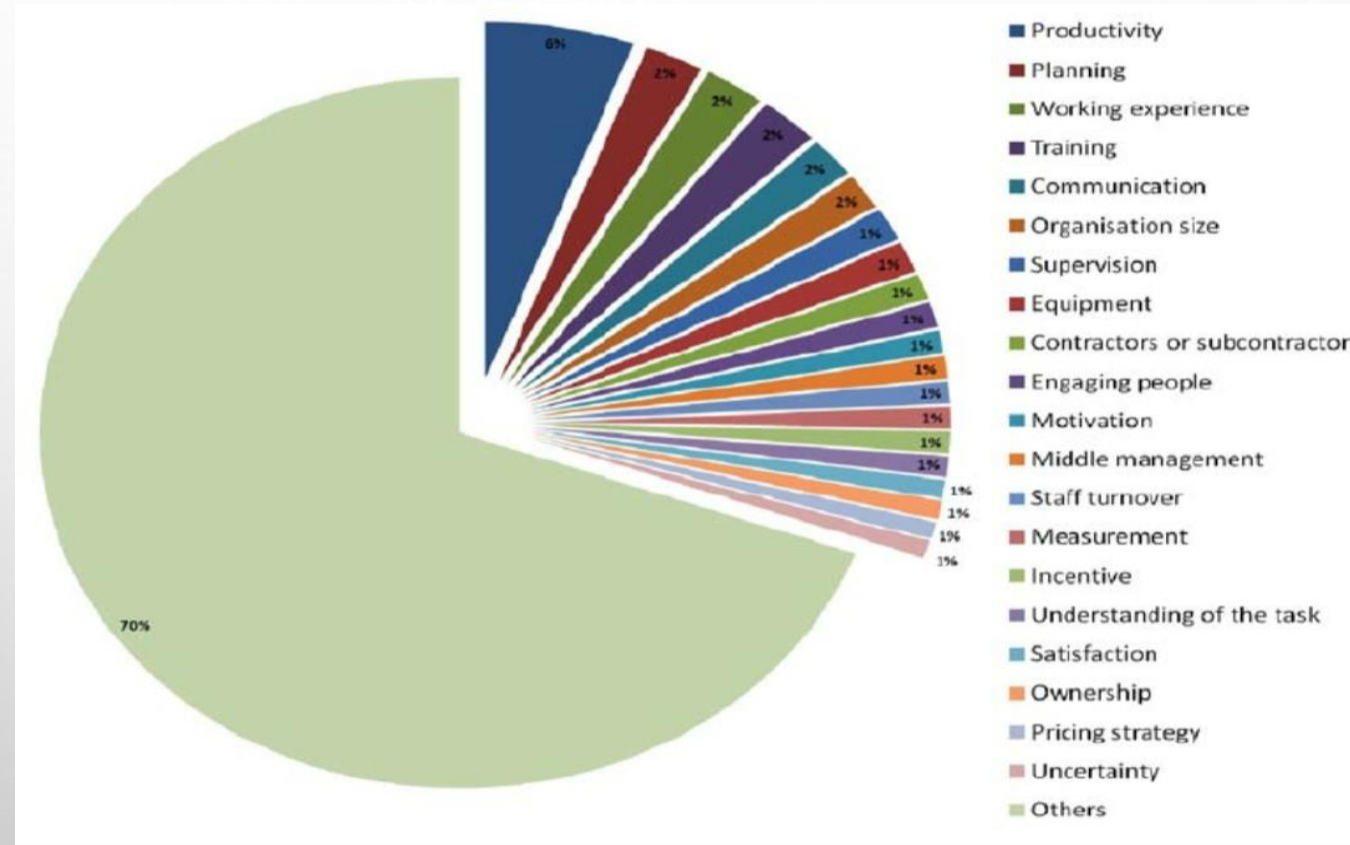
VISUALIZATION

- ***DATA COLLECTION***
- ***RATING THE EMPLOYEES***
- ***GENDER***
- ***LEVEL OF PERFORMANCE***
- ***GIVEN FORMULA OF PERFORMANCE LEVEL***

RESULTS :



RESULTS :



CONCLUSION

EXCEL CAN BE USED TO ANALYSE EMPLOYEE PERFORMANCE IN A NUMBER OF WAYS, INCLUDING

- **TEMPLATES**

EXCEL TEMPLATES CAN INCLUDE AREAS FOR COMMENTS AND OBSERVATIONS, AND CAN CALCULATE AVERAGE SCORES, IDENTIFY TOP PERFORMERS, AND MORE

- **DASHBOARD SHEETS**

SUMMARY DASHBOARD CAN USE CHARTS, GRAPHS, AND CONDITIONAL FORMATTING TO VISUALIZE PERFORMANCE METRICS .

- **FORMULAS AND FUNCTIONS**

BASIC FORMULAS LIKE SUM, AVERAGE AND COUNT CAN AGGREGATE DATA AND CALCULATE KPLS. ADVANCED FUNCTION LIKE LOOKUPS, INDEX/ MATCH, AND IF STATEMENT CAN ALSO BE USED

- **PIVOT TABLES**

PIVOT TABLE CAN BE USED FOR DYNAMIC DATA ANALYSIS, SUMMARIZING AND FILTERING PERFORMANCE DATA.

- **CONDITIONAL FORMATTING**

CONDITIONAL FORMATTING AND RULES CAN BE USED TO AUTOMATICALLY FLAG PERFORMANCE LEVEL.

- **CHARTS AND GRAPHS**

BAR AND LINE CHARTS CAN BE USED TO VISUALIZE PERFORMANCE TRENDS OVER TIME