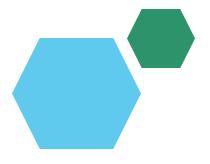
Employee Data Analysis using Excel





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PROJECT TITLE



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

- Discuss the challenge of managing and enhancing employee performance in organizations.
- Mention common issues: low productivity, inconsistent performance metrics, and lack of actionable insights.
- Highlight the need for a data-driven approach to identify, analyze, and resolve performance issues.

PROJECT OVERVIEW

- •Introduce the objective of the project: To create a comprehensive employee performance analytics system using Excel.
- •Explain the importance of this project in providing insights into workforce performance
- •Briefly describe the key stages of the project: data collection, analysis, modeling, and solution implementation.



End users

- Identify the primary users of the analytics system: HR managers, department heads, and executives.
- Explain how each user group will benefit from the insights provided by the system.
- Emphasize that the tool is designed to be user-friendly and accessible to non-technical staff.

Our Solutions and Proposition

- Detail the solutions offered, such as automated performance tracking, real-time analytics, and customized reports.
- Explain the proposition of using Excel: cost-effective, widely accessible, and flexible for integration with existing systems.
- Highlight the added value: improved decision-making, proactive management, and enhanced employee engagement.

WHO ARE THE END USERS?

- HR Managers: They use the analytics to track overall employee performance, identify trends, and make informed decisions about training
- <u>Department Heads</u>: They monitor the performance of their teams, identify high and low performers, and address any issues that may impact productivity and efficiency within their departments.
- <u>Executives</u>: They gain insights into organizational performance, enabling them to make strategic decisions regarding workforce planning.

OUR SOLUTION AND ITS VALUE PROPOSITION



- Detail the solutions offered, such as automated performance tracking, real-time analytics, and customized reports.
- Explain the proposition of using Excel: cost-effective, widely accessible, and flexible for integration with existing systems.
- Highlight the added value: improved decision-making, proactive management, and enhanced employee engagement.

Dataset Description

- Describe the dataset used for analysis: employee demographics, performance scores, attendance records, etc
- Discuss the data sources: internal HR databases, performance appraisals, and time tracking systems.
- Highlight the importance of data quality and consistency in generating reliable insights.

Modelling approach

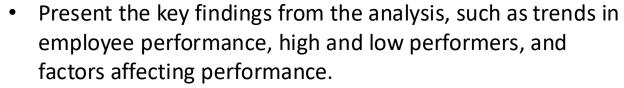


- •Explain the modeling techniques used in Excel, such as pivot tables, charts, and statistical functions.
- •Discuss how these techniques are applied to analyze key performance indicators (KPIs) like productivity, efficiency, and growth
- •Mention any predictive modeling or trend analysis conducted to forecast future performance.

MODELLING

- Excel modeling is a way to use Excel to manage projects and meet deadlines.
- It can help you predict how long a task will take based on past data.
- After a project is complete, you can review the data to see how close you were to your goals and make adjustments for the future

RESULTS



- Discuss how these insights can be used to make informed decisions on employee training, promotions, and resource allocation.
- Mention any unexpected results or challenges encountered during the analysis

conclusion

Summarize the key takeaways: the effectiveness of using Excel for employee performance analytics, the insights gained, and their potential impact on the organization Emphasize the importance of continuous monitoring and data-driven decision-making in improving workforce performance. Encourage the audience to consider implementing such a system in their organization to drive better results.