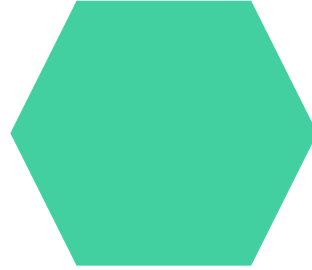
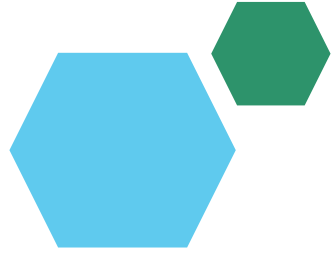



Employee Data Analysis using Excel



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PROJECT TITLE



Employee Performance Analysis using Excel



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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



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PROBLEM STATEMENT

To effectively evaluate and enhance employee performance, the company needs a systematic approach to analysis various performance metrics



PROJECT OVERVIEW

- This project aims to create a comprehensive employee performance analysis system using Excel.



WHO ARE THE END USERS?

- HR managers: For evaluating employee performance identification training needs and making promotion decision
- Employee: To receive feedback and understand areas for improvement



OUR SOLUTION AND ITS VALUE PROPOSITION



- **Data consolidation:** Aggregate performance data from various sources into a unified Excel workbook
- **Reporting:** generate periodic reports summarising performance trends and actionable insights.



Dataset Description

- **Employee data:** Contains basic information such as employee ID, name, department and role
- **Attendance records:** Tracks attendance, punctuality and absenteeism



THE "WOW" IN OUR SOLUTION



- Descriptive statistics: calculate averages, total, and percentages to over all performance.



MODELLIN G

- **Trend Analysis:** use time series analysis to track performance changes over time
- **comparative analysis:** compare individual and team performance using pivot tables and charts



RESULTS

- performance trends: Discuss finding from trend analysis, such as improvement or decline in performance overtime
- High and performers: identify to performance and those needing improvement Based on the KPIs



conclusion

- The Excel-based employee performance analysis system provides a robust framework for evaluating and improving employee performance by consolidating data performance detailed analysis and make informed decision that enhance productivity and employee satisfaction

