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

Employees performance analysis know employees performance, And to help them by giving incentives to them. The employee helps us to track whether employees working effectively or not by rating them.Effective or not. This performance helps us to growth ourEconomy of our company.
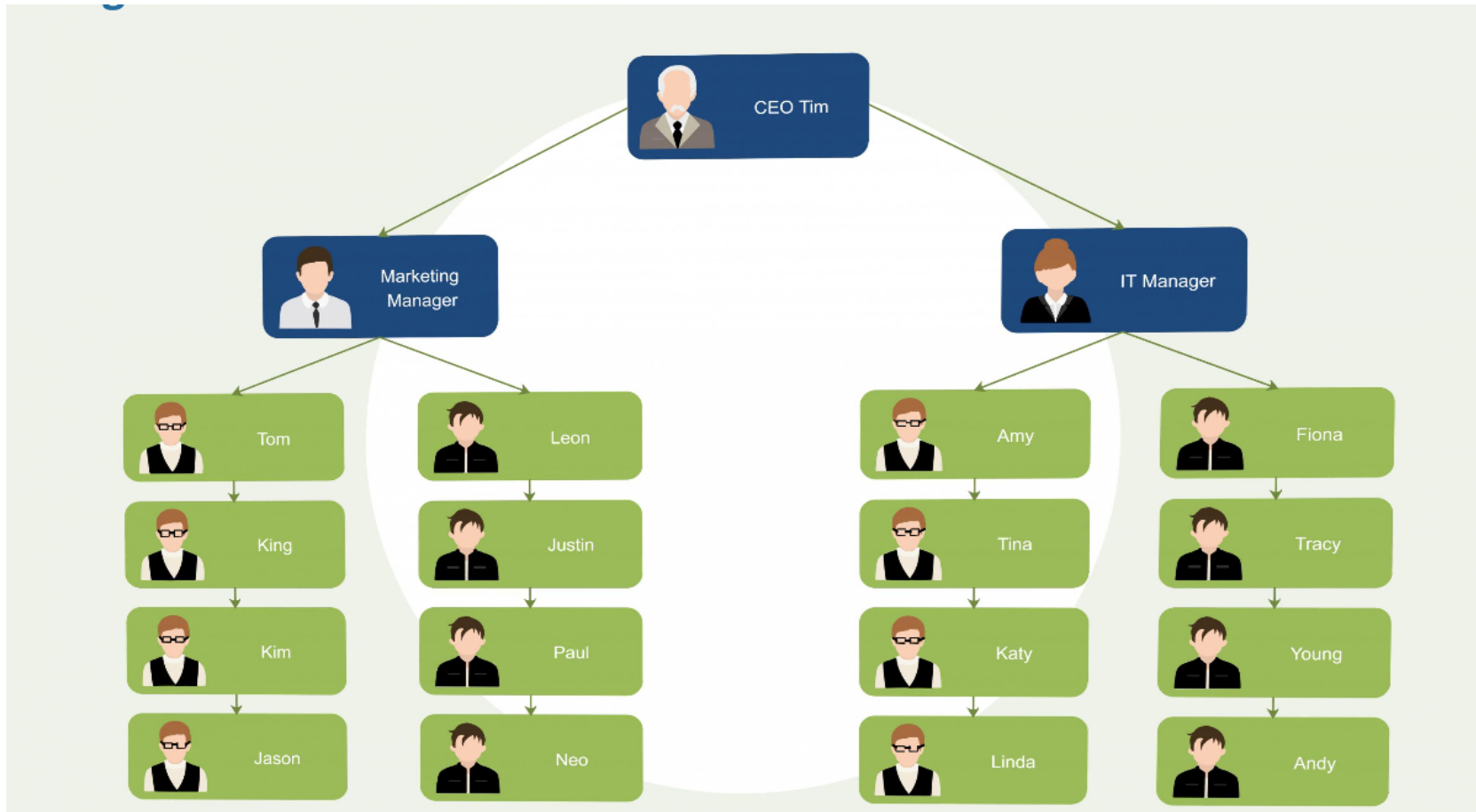
PROJECT OVERVIEW

• Employees performance analysis is to know
Performance by rating it.
• Create pivot table to analysis what are the
Fields that you going to insert for business
Purpose.
• According to this I have inserted gender wise,
  performance rating, business unit, employ first
  name
For analyzing the performance of employee.

WHO ARE THE END USERS?

OUR SOLUTION AND ITS VALUE PROPOSITION

Conditional formatting: it's ueed find the missing value

Sort &filter: It is used remove missing value and to fill it.

IPS: This formula is used for multiple condition
And to rate the employee performance through this formula

Pivot table: It is used to summarize what we have done.

Graph: This is used for visual

Dataset Description

Employee=kaggle
26 features
9 features
Employ Id : Number
Name: Text
Business unit: Text
Employee type: full time, contract, part time
Performance level: Very high, High,Med,Low
Gender: male, female
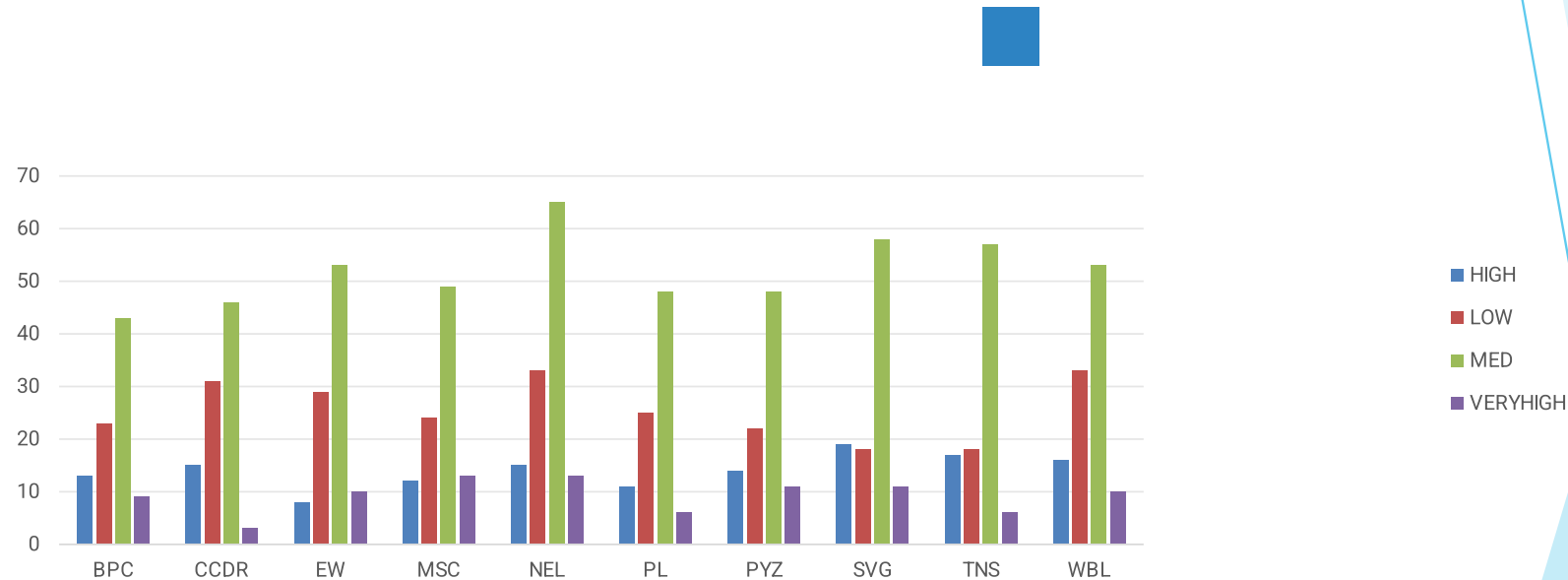
THE "WOW" IN OUR SOLUTION

MODELLIN

- Collect the data which you are going to use it.

- Select the column and fill it with color so it can be identified.

- If there is missing number in selected column use conditional formatting
To fill it. Click on highlight in that more rules click on blank and choose format and click on the any color that you want to fill on the blanks.

- If you want to identify the missing value click on sort&filter to remove the blanks it fill the blank. Click on the column which has blank value& click on sort &filter
In that click no fill to remove the blank.

- Create the performance level for showing rating employee by using the Formula of =@IFS(Z3>=5,"VERYHIGH",Z3>=4,"HIGH",Z3>=3,"MED",TRUE,"LOW")Drag the value each every row to apply it for all. To summarize this you have to create pivot table in that enter
Enter business until in rows, performance level in columns, put gender in
Filters and remove the blank in the filter.

- Slicer option is used to know what type of employee are working in the Organizations When click on any type it generated in the pivot table too.

- Create the graph using the pivot table in that you have trend line show which
Higher whether Very high, High,Med,Low.

- This analysis to find performance of employees .

RESULTS

EMPLOYEE PERFORMANCE ANALYSIS

conclusion

- In this analysis know how we have develop our employee.
- How the performance rating plays an important role in a organisation.