## **Employee Data analysis using Excel**

- Student Name : Preksha Gandhi
- Register Number : 312215920
- College : Shri Shankarlal Sundarbai Shasun Jain College
- Department : Bcom Accounting and Finance

# Employee Data analysis using Excel

## <u>AGENDA</u>

- 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

## Slide 1: PROBLEM STATEMENT

- Title: "Employee Data Analysis"
- Subtitle: "Unlocking Insights to Drive Business Success"
- Bullet points:
  - High employee turnover rates (20% in the last quarter)
  - Low employee engagement (average score of 3.5/5)
- Inefficient talent management processes (manual and time-consuming)
- Image: a graph showing the increasing turnover rate or a picture of a puzzle to represent the problem

## Slide 2: PROJECT OVERVIEW

- Subtitle: "Analyzing Employee Data to Inform Business Decisions"
- Bullet points:
- Project objectives:
- Identify factors contributing to turnover
- Develop predictive model for turnover
- Inform talent management strategies
- Scope and timeline:
- 6-week project
- Weekly meetings with stakeholders
- Key stakeholders:
- HR team
- Management Department heads- Image: a Gantt chart or a calendar to represent the project timeline

## Slide 3: END USERS

- Subtitle: "Who Will Benefit from This Analysis"
- Bullet points:
  - HR team:
    - Talent acquisition and management
    - Employee engagement and retention
  - Management:
    - Strategic decision-making
    - Performance management
  - Department heads:
    - Team performance and productivity
    - Employee development and growth
- Image: a picture of a team or a graph showing the connection between end users

# Slide 4: OUR SOLUTION AND PROPOSITION

- Subtitle: "Unlocking Insights from Employee Data"
- Bullet points:
  - Data analysis approach:
    - Descriptive statistics
    - Inferential statistics
    - Predictive modeling
  - Key benefits and value proposition:
    - Data-driven insights
    - Predictive capabilities
    - Inform talent management strategies
- Image: a picture of a lock and key or a graph showing the connection between data and insights

## Slide 5: DATA SET DESCRIPTION

- Bullet points:
  - Data sources:
    - HRIS (Human Resource Information System)
    - Employee engagement surveys
    - Performance management data
  - Data quality and limitations:
    - Data cleaning and preprocessing
    - Missing values and outliers
  - Key variables and metrics:
    - Employee ID
    - Job title
    - Department
    - Tenure
    - Performance ratings
- Image: a picture of a dataset or a graph showing the data distribution

### **MODELLING**

#### ▶1) DATA COLLECTION

The data has been collected through Edunet dash board.

#### ➤2) FEATURE COLLECTION

The listed 10 features were taken for the analyses of data.

#### ➤3) DATA CLEANING

Identifying the missing values.

Filtering of those missing values.

#### ➤ 4) CALCULATION OF PERFORMANCE LEVEL

By considering the current employee rating, I found the performance level using the formula.

#### 5) SUMMARY OF PIVOT LEVEL

Segregating od certain features to rows, columns, heading and so on.

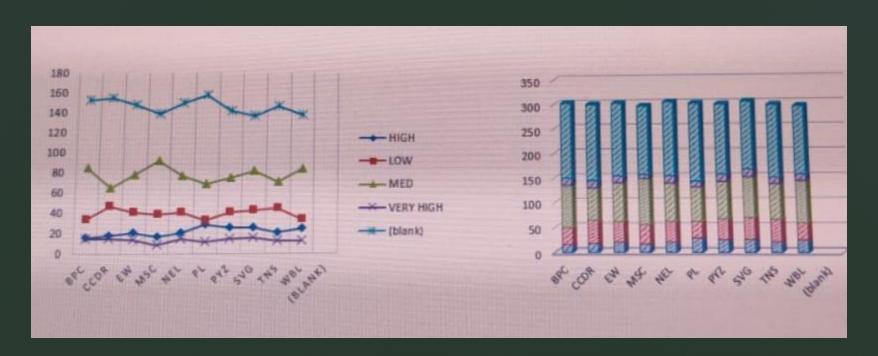
#### 6) VISUALIZATION:

Once completed with pivot table, created the graph for precise visualization

## **RESULTS**

#### FORMULAS:

=IF(AND(Z8>-5), "VERY HIGH", IF(AND(Z8>=4), "HIGH", IF(AND(Z8>=3), "MED", "LOW")))



## **CONCLUSION**

- Subtitle: "Unlocking Insights to Drive Business Success"
- Summary of key takeaways and recommendations
- Image: a picture of a key or a graph showing the connection between insights and business success

