loyee 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

Employee performance analysis in excel involves tracking key metrics like productivity, efficiency, and accuracy. Data can be organized in tables with filters, pivot tables, and chart to visualize performance trends over time. This helps identify top performers, areas needing improvement and inform decisions on training or resource allocations.

PROJECT OVERVIEW

- Use excel to analyze employee performance by tracking the metrics like task completion, project deadlines, and quality of work. Create a project overview with pivot tables, charts, and conditional formatting to visualize data. Regularly update the sheets for insights on individual contributions and overall team performance.

WHO ARE THE END USERS?

- IT Company’s
- Banks
- Industries
- Marketing field

OUR SOLUTION AND ITS VALUE PROPOSITION

- Conditional Formatting
- Filtering
- Formula used to identify performance level.
- Pivot table for summerizing
- Bar Graph-for a data visualization
- Pie Chart-to figure out the overall performance percentage

Dataset Description

- Employee data downloaded from Edunet Dashboard.
- Totally 26 Features were available. In that 11 features were considered
- First name
- Title
- Business unit
- Gender-Male, female
- Performance score
- Performance level.

THE "WOW" IN OUR SOLUTION

Formula used to identify performance level

=IFS(J8>=5,”veryhigh”,J8>=3,”medium”,TRUE,”low”)

MODELLING

Summary:

Pivot table is created to summarise the data.

Row lables - It is considered as business unit.

Column lables - describe the performance level.

Filter - By gender where I prefered the both male and female employees

and title as been added in this data.

values - To make a count of first name.

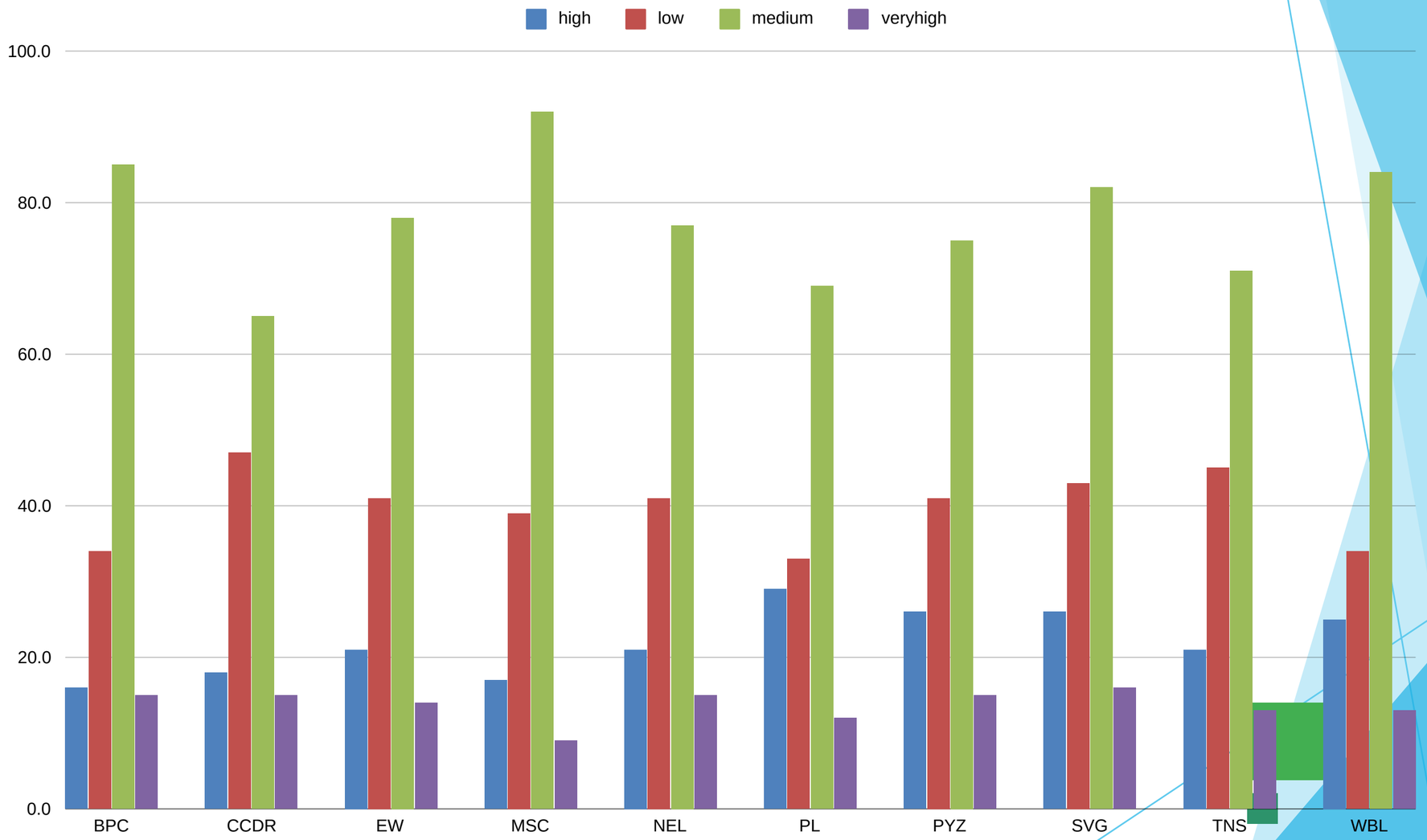
Visualization:

Used the bar graph chart to analyze the employees in various business until category.

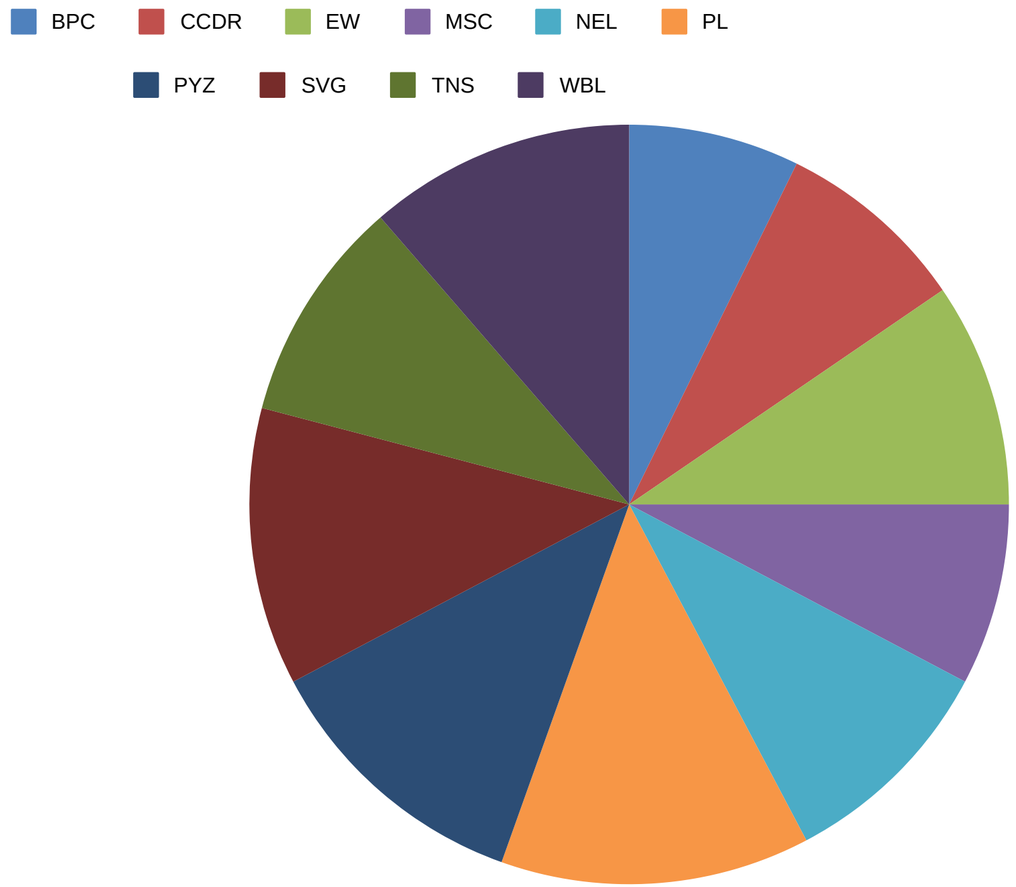
Used the pie chart to analyze the employees overall percentage in various

business until category.

RESULTS


high
low
medium
veryhigh
100.0
80.0
60.0
40.0
20.0
0.0
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL

RESULTS:



conclusion

Therefore the SVC business unit employees performs higher comparing to other units and whereas PL business unit performs lower comparing to other units. Hence, the SVG business unit employee works more efficiently and effectively comparing to other units according to the employees data given.