Employee Data Analysis using Excel

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PROJECT TITLE

Employee Performance Analysis using Excel

AGENDA

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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 is a critical factor influencing organizational success, requiring effective assessment and management strategies. Addressing performance issues promptly can enhance productivity and employee satisfaction.

An employee dataset overview provides essential insights into workforce demographics, performance metrics, and engagement levels, crucial for optimizing human resource strategies. Proper analysis can reveal trends and gaps, aiding in targeted improvements.

PROJECT OVERVIEW

•The project involves analyzing employee data using Excel to
•gain insights into workforce metrics. This includes organizing
•data, performing statistical analysis, and creating visualizations
•to understand trends in employee performance, demographics,
•and other key indicators, thereby supporting data-driven
•decision-making for HR strategies.

WHO ARE THE END USERS?

The end users in employee performance analysis typically include:
1. **Human Resources (HR) Managers:** They use the insights to make
informed decisions about promotions, training, and development.
2. **Team Leaders and Supervisors:** They apply performance data to
provide feedback, set goals, and manage team performance.
3. **Employees:** They benefit from feedback and performance
evaluations that help them improve and advance in their careers.

OUR SOLUTION AND ITS VALUE PROPOSITION

Filtering – to fill the missing values.
*Conditional formatting- blank values.
*Using- Pivot table & Chart

Dataset Description

Employee data set- Kaggle
There are 26 features
The important ten features are,
* Employment ID
*First name
*Last name
*Gender
*Employee status
*Employee type
*Employee classification
*Performance score
*Current employee ratings
* Business units

THE "WOW" IN OUR SOLUTION

- Performance Level– There are categories into
- Levels such
- as very high,high,med,low,etc...
- Using Pivot table and charts is to analyze the
- employees
- performance.

MODELLING

*Data Preparation: Clean and organize data, ensuring accuracy and consistency.

*Trend Analysis: Apply charts and graphs (e.g., line charts, bar graphs) to visualize trends over time, such as employee performance or turnover rates.

*Pivot Tables: Create pivot tables to aggregate and analyze data across
different dimensions, such as department, tenure, or job role.

*Regression Analysis: Utilize regression functions to identify relationships between
variables, such as the impact of training on performance

RESULTS

Employee Performance Analysis

conclusion

The conclusion of employee data analysis reveals key insights into workforce trends, performance, and areas for improvement. By analyzing metrics such as productivity, turnover rates, and engagement levels, organizations can identify strengths and weaknesses in their HR strategies. This analysis supports data-driven decision-making, enabling targeted interventions to enhance employee performance, optimize recruitment processes, and improve overall organizational effectiveness. In essence, effective data analysis provides a foundation for strategic planning and operational improvements, leading to a more motivated and Productve workforce.