Employee Data Analysis using Excel

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PROJECT TITLE

EMPLOYEE ATTRITION ANALYSIS USING EXCEL DASHBOARD

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

We have to prepare employee performance analysis using excel because:

- TO IDENTIFY AREAS TO BE DEVELOPEDT: his is possible when we are using excel we can identify the area to be developed.
- TO IMPROVE PRODUCTIVITY: By using excel we can easily identify the improvement of productivity in an organisation.
- DETERMINATION OF GOAL: The company will be using this analysis to determine the short term goal as well as long term goal of the company whether it going as per they have planned or not.
- TO RECOGNITION AND REWARDI:t allows to identify the employees recognition and reward to employees this help to improve them.

PROJECT OVERVIEW

- COMMUNICATION TOOLS:This project overview serve as a highlights to the important details of the employees like employees ID, First name ,Last name ,Gender, Business unit, Employees type, Employees Status, Performance score and employees current rating etc.
- PROJECT OBJECTIVES: A clear statement and data of the employees details of what the project aims to achieve. This includes the goal, expected outcomes, and any specific targets. OVER VIEW OF THE PROJECTS: The over view of the project is a concise summary that provides key information about employees data is helps to identify the persons details and rating there performance of the employees . DOCUMENTARY :It is the documentary details about the employees its helps to highlights the details of the employees detailed documentary in the employees data document and sored in the company documents.

WHO ARE THE END USERS?

- Data management team
- Human resource management department team
- Employee department team
- Managers
- IT Department

OUR SOLUTION AND ITS VALUE PROPOSITION

- CONDITIONAL FORMAT: Using this conditional format applies a gradient colours in the blank space in the employees data. This features is particularly useful for making data analysis more Intuitive and easier to interpret.
- FILTER: It is using to remove the blank boxes .Filter the blank boxes and it saves time to records or trends without manually
- PseIVaOrcTh iTnAgB tLhEr o:Iut gish tlhaerg peo dwaetarfsuelt tso.ol used to summa analyse, explore, and present large amount of data. It filtering
- PthIEe- CdHatAaR dTy: nIta mis iucsaelldy .to visually represents the proportions or percentages of a whole data set.

Dataset Description

EMPLOYEE DATASET: Describing datasets effectively involves providing clear and concise information about their contents, structure, and context.

The data set contains information about employee within the organisation, including their salaries , age and gender.

- Employee ID: A unique identifier for each employee.
- Age: The age of the employee.
- Gender: The gender of the employee (e.g., Male, Female, Non-binary).
- Department: The department in which the employee works (e.g., Sales, IT, HR).
- Job Role: The employee's job title or role (e.g., Software Engineer, Sales Man age r).
- Salary: The employee's salary.
- Tenure: The number of years the employee has been with the company.
- Performance Rating: A rating of the employee's performance (e.g., Excellent, Good, Average, Poor).

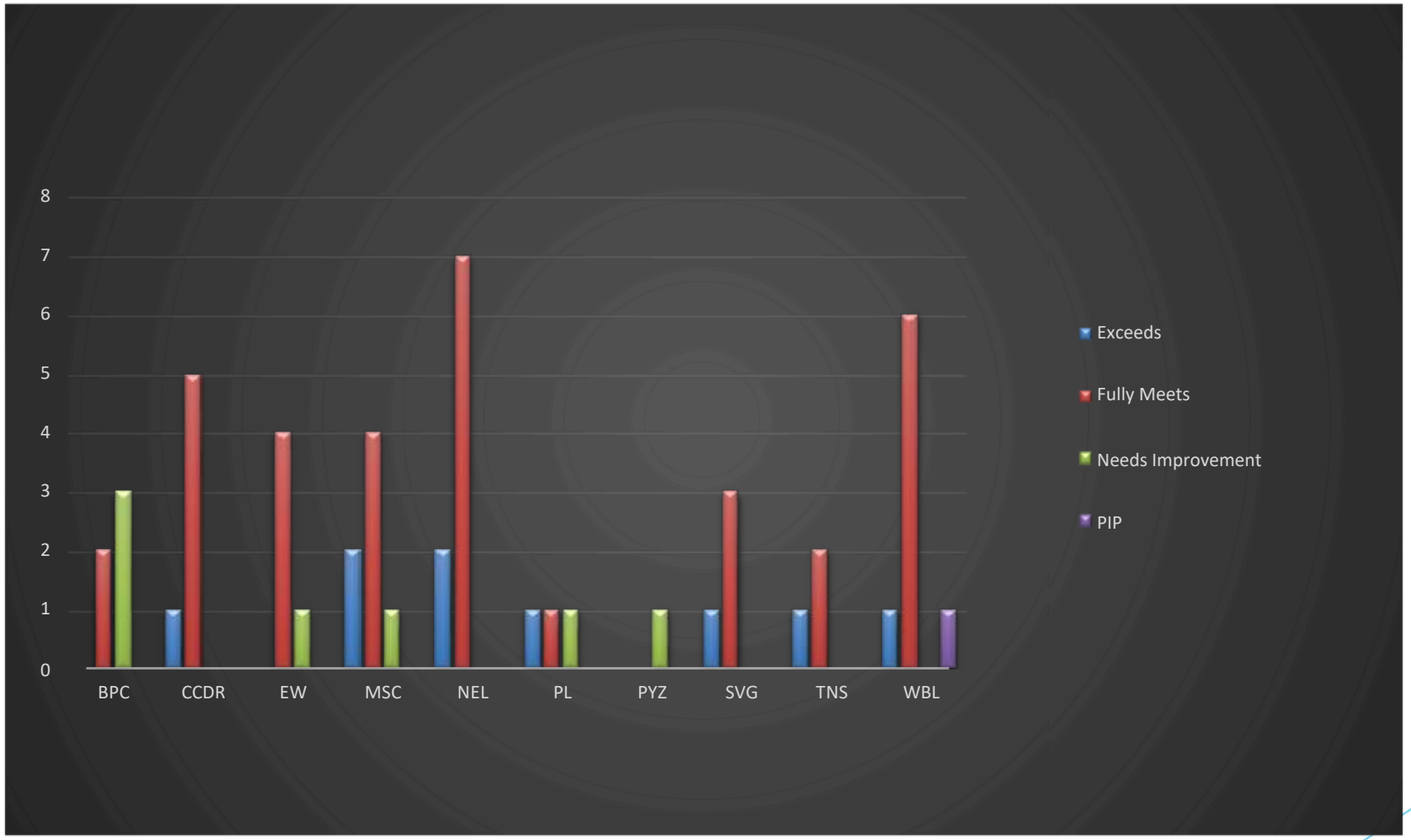
THE "WOW" IN OUR SOLUTION

=I FS(Z8>5 ,"VERYHI GH "Z8 >=4, "H IG H", Z8>=3"MED",TRUE,"LOW")

MODELLING

SCIENTIFIC MODELLING: Used in science to simulate and understand complex system like climate, ecosystem, or chemical reactions. MATHEMATICAL MODELLING: Involves using mathematical equations to represent relationship between different variable within a system, often used in physical, economic, and engineering. STATISTICAL MODELLING: Involves using statistical methods to analyses and make predictions based on data, commonly used in fields like economics, biology, and social sciences. BUSINESS MODELLING: Involves creating representations of business processers or strategies, often to analyses financial performance or develop business plans. Each type of modelling serves to provide insights, make predictions, or create a visual representation of something that can be used for further analysis or decision- ma k in g.

RESULTS


8
7
6
5
4
3
2
1
0
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL
Exceeds
Fully Meets
Needs Improvement
PIP

RESULTS

(All)

GenderCode					
Count of FirstName	Column Labels				
Row Labels	Ex ceed s	Fully Meets	Needs Improvement	PIP	Grand Total
BPC		2	3		5
CCDR	1	5			6
EW		4	1		5
MSC	2	4	1		7
NEL	2	7			9
PL	1	1	1		3
PYZ			1		1
SVG	1	3			4
TNS	1	2			3
WBL	1	6		1	8
Grand Total	9	34	7	1	51

conclusion

Concluding an employee attrition analysis using Excel dashboards, you'll want to summarize the key insights, trends, and recommendations based on the data visualized in your dashboards. Here's a structured approach to help you frame your conclusion:

•Overall Attrition Rate: Provide the percentage of employees leaving the organization over a specific period.

•Trends Over Time: Highlight any noticeable trends in attrition rates—whether they are increasing, decreasing, or stable.

•Departmental Insights: Identify which departments or teams have the highest or lowest attrition rates.

•Demographic Analysis: Summarize attrition rates by factors such as age, gender, tenure, or job role.