

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

- Utilize Excel to efficiently analyse employee data by leveraging functions such as PivotTables, and conditional formatting.
- This enables the identification of key trends, such as current employee rates, performance levels.

PROJECT OVERVIEW

- This project focuses on analysing employee data to identify trends and insights that can drive better decisions.
- Excel will be used to clean, organize, and visualize key metrics such as employee demographics, performance, and retention rates.



WHO ARE THE END USERS?

- The end users of the employee data analysis are HR managers, team leads, and senior management.



OUR SOLUTION AND ITS VALUE PROPOSITION



1. Conditional formatting – highlights missing cells
2. Filter- helps to remove the empty cells
3. Formula – helps to identify the performance of employees
4. Pivot table – helps to summarise
5. Pie chart – shows the data

Dataset Description

1. EMPLOYEE ID
2. FIRST NAME
3. LAST NAME
4. BUSINESS UNIT
5. EMPLOYEE TYPE
6. EMPLOYEE CLASSIFICATION TYPE
7. GENDER
8. PERFORMANCE SCORE
9. CURRENT EMPLOYEE RATE
10. PERFORMANCE LEVEL

THE "WOW" IN OUR SOLUTION

■ =IFS(Z9>=5,"VERY
HIGH",Z9>=4,"HIGH",Z9>=3,"MED",TRUE,"LOW")

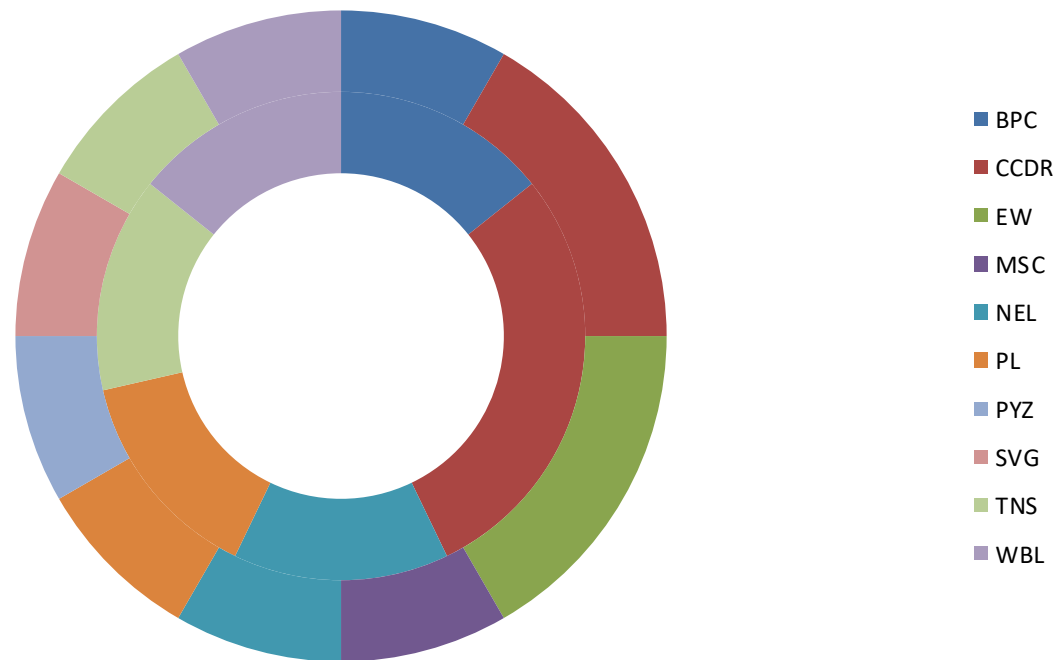


MODELLING

- DATA COLLECTION
- Identification
- Gathering
- Preparation
- DATA CLEANING
- Standardization
- Correction
- Validation
- SUMMARY



RESULTS



conclusion

- In conclusion, the employee data analysis conducted using Excel provided valuable insights into workforce trends, enabling more informed decision-making.
- The use of Excel allowed for efficient data organization, visualization, and reporting, ultimately helping to enhance HR strategies, improve employee satisfaction.