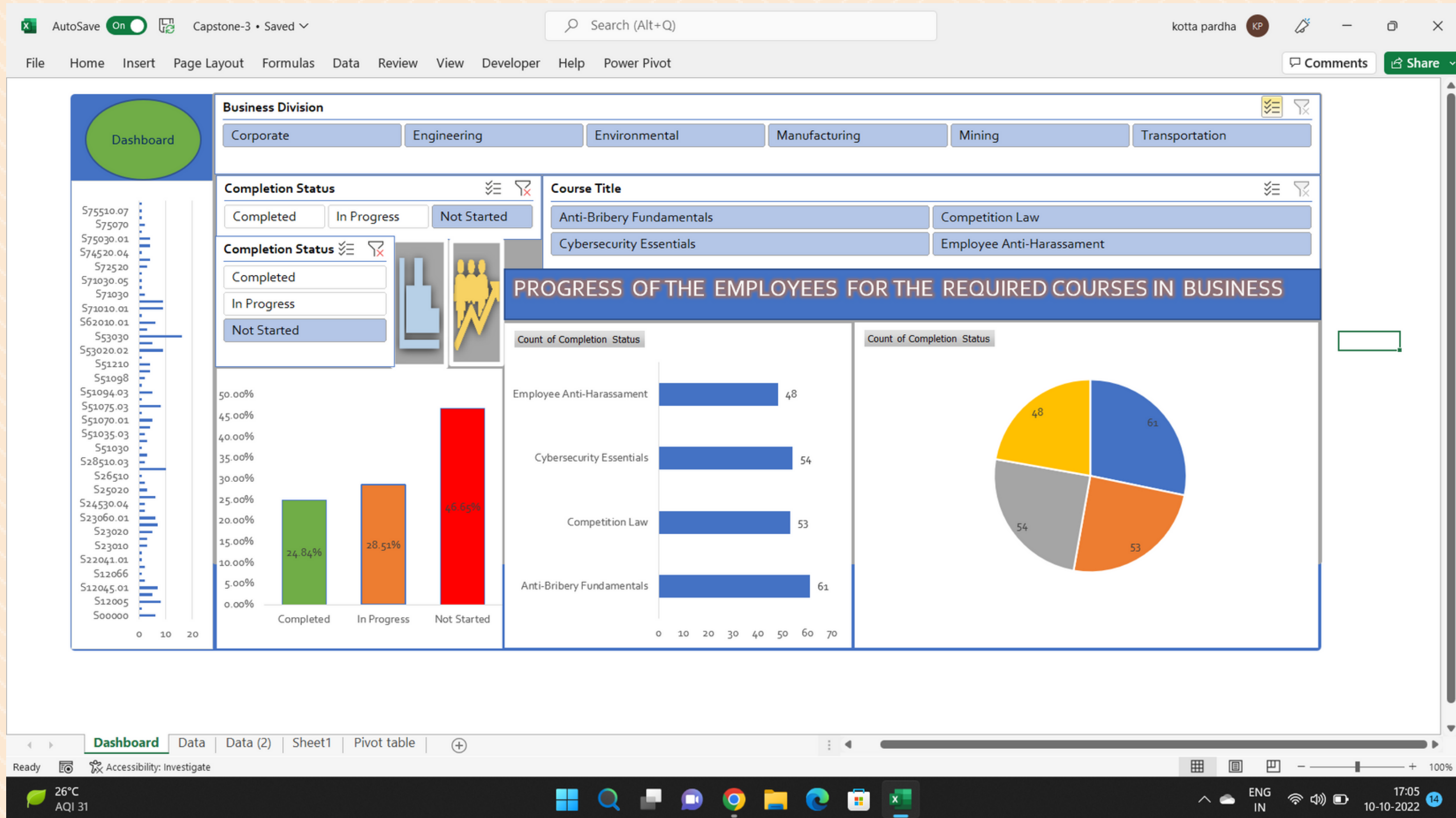


The background features a grayscale photograph of a modern building with large glass windows, partially obscured by a large white diagonal shape. To the left of this white shape are two solid-colored triangles: a red one at the top and a blue one at the bottom.

# **Progress of the Employees using Excel–Dashboard**

*Yaswanth*

# DASHBOARD



**What questions do you have about the data? Please provide us with the questions you would ask if this data project was assigned to you by your manager.**

Im asking the first thing to my manager is why there is a same due date for all the employees. The employees who are hiring in the year 2017 and 2005 employees has been same due date to complete the course , is there any reason?

**Do you notice any problems or unusual things within the data? Please provide us with the problems you've identified, why they are a problem, and ideas of how you might go about fixing them if this data project was assigned to you by your manager.**

I noticed in the data is some rows are repeated.  
Ex. two employees are repeating (please check the next slide)



Jim Sellers	Jim.Sellers@companyinc.com	Engineering	S27010.03	Anti-Bribery Fundamentals	Not Started	01-07-2022		19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Engineering	S27010.03	Anti-Bribery Fundamentals	Not Started	01-07-2022		19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Environmental	S27010.03	Cybersecurity Essentials	Completed	01-07-2022	04-05-2022	19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Environmental	S51075.03	Anti-Bribery Fundamentals	Completed	01-07-2022	02-05-2022	19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Environmental	S27010.03	Anti-Bribery Fundamentals	Not Started	01-07-2022		19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Mining	S27010.03	Anti-Bribery Fundamentals	Not Started	01-07-2022		19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Mining	S27010.03	Anti-Bribery Fundamentals	Not Started	01-07-2022		19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Transportation	S27010.03	Competition Law	Completed	01-07-2022	15-06-2022	19-09-2013
Jim Sellers	Jim.Sellers@companyinc.com	Transportation	S27010.03	Employee Anti-Harassament	In Progress	01-07-2022		19-09-2013
JOAN RUSSELL	JOAN.RUSSELL@combanvinc.com	Transportation	S23015	Competition Law	Not Started	01-07-2022		16-11-2010
BRENDON MOORE	BRENDON.MOORE@companyinc.com	Mining	S27010.03	Cybersecurity Essentials	Not Started	01-07-2022		01-12-2008
BRENDA JORDAN	BRENDA.JORDAN@companyinc.com	Transportation	S25510.01	Competition Law	Not Started	01-07-2022		27-09-2009
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Employee Anti-Harassament	Completed	01-07-2022	13-06-2022	09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Cybersecurity Essentials	Completed	01-07-2022	12-06-2022	09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Competition Law	Completed	01-07-2022	21-05-2022	09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Cybersecurity Essentials	In Progress	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Cybersecurity Essentials	Not Started	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S71010.01	Employee Anti-Harassament	In Progress	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Employee Anti-Harassament	Not Started	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Cybersecurity Essentials	In Progress	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Cybersecurity Essentials	Not Started	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S71010.01	Employee Anti-Harassament	In Progress	01-07-2022		09-10-2005
BRIDGET SALAZAR	BRIDGET.SALAZAR@companyinc.com	Corporate	S51075.03	Employee Anti-Harassament	Not Started	01-07-2022		09-10-2005
CALLUM GILBERT	CALLUM.GILBERT@companyinc.com	Mining	S72520	Anti-Bribery Fundamentals	Not Started	01-07-2022		01-03-2017

The data shows that these persons are doing different courses, working different divisions & working locations also, might be data was wrongly taken by the data entry person.

**Do you have any other thoughts, suggestions, or ideas? Please feel free to be creative and share whatever came to your mind as you worked through this exercise. We want to hear your ideas and opinions.**

As per data, the half of the people are not yet learning to start the course provided by the company. So, the way to increase the percentage of employees towards learning is offering a rewards or gifts whoever complete the course in time i.e. before due date of the course. This idea will work on increasing the learning percentage from not started employees.



**Thank you!**

