Employee data analysis Using excel

STUDENT NAME : YUBHASRI S
REGISTER NO : 312210088
DEPARTMENT : BCOM
COLLEGE : VALLIAMMAL COLLEGE FOR WOMEN

PROJECT TITLE

EMPLOYEE PERFORMANCE ANALYSIS USING EXCEL

AGENDA

1. Problem Statement
2. Project Overview
3. End users
4. Our Solution
5. Dataset Description
6. Modelling Approach
7. Results And Discussion
8. Conclusion

PROJECT STATEMENT

Utilize excel to efficiently analyse employee data by leveraging functions such as pivot tables,and conditional formating. This enables the identifcation of key trends,such as current employee rates, performance decision making process by visualizing this data through pie chart.

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.

The analysis will highlight areas of improvement in workforce management, helping to optimize resource allocation.

Outcomes will include detailed reports and dashboards for management review..The findings aim to support strategic planning.

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

Conditional formatting – highlights missing cells

Filter- helps to remove the empty cells

Formula – helps to identify the performance of employees

Pivot table – helps to summarise

Pie chart – shows the data

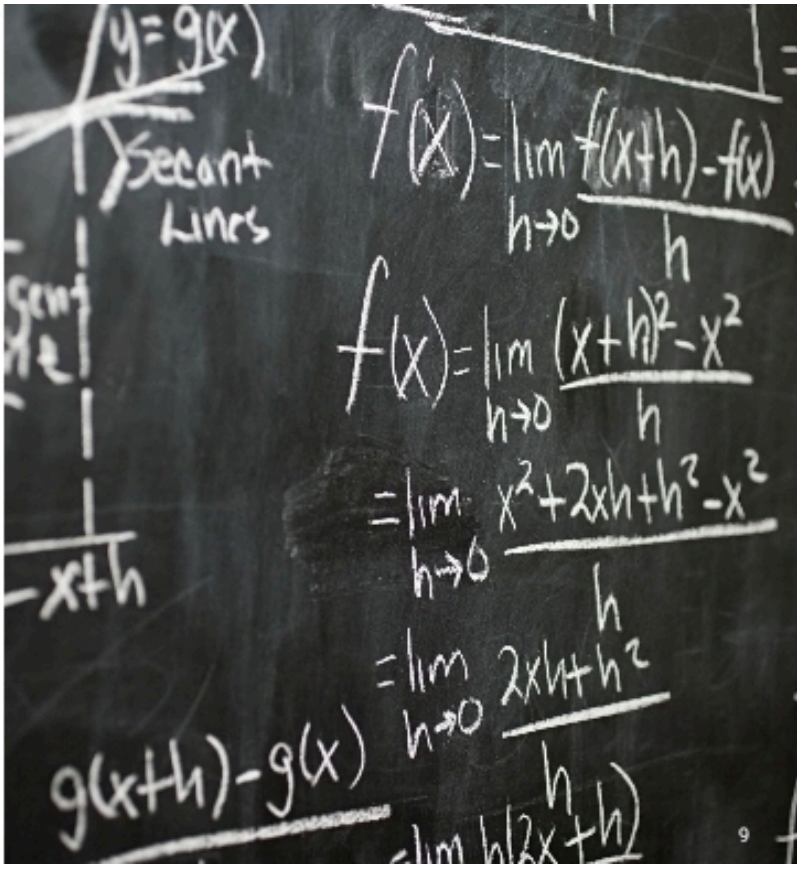
DATASET DESCRIPTION

- EMPLOYEE ID
- FIRST NAME
- LAST NAME
- BUSINESS UNIT
- EMPLOYEE TYPE
- EMPLOYEE CLASSIFICATION TYPE
- GENDER
- PERFORMANCE SCORE
- CURRENT EMPLOYEE RATE
- PERFORMANCE LEVEL

THE "WOW" IN OUR SOLUTION

Performance level

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



MODELLING

DATA COLLETION
Identification Gathering
Preparation
DATA CLEANING Standardization Correction
Validation SUMMARY Data analysis involves examining, transforming, and modeling data to extract meaningful insights, identify patterns, and support decision-making.

RESULTS

Count of FirstName	Column1	
BusinessUnit	LOW	Grand Total
BPC	1	1
CCDR	3	3
EW	1	1
NEL	1	1
PL	1	1
TNS	1	1
WBL	1	1

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.