

## ✔ Congratulations! You passed!

Grade received **100%** To pass 80% or higher

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### \*Weekly challenge 4\*

Latest Submission Grade **100%**

1. A data analytics team is working on a project to measure the success of a company's new financial strategy. Select the person most likely to be the primary stakeholder for this project.

1 / 1 point

- ☐ The project manager
- ☐ The data analyst
- ☒ The vice president of finance
- ☐ The director of analytics



**Correct**

The primary stakeholder of this project is likely to be the vice president of finance, who can use this project's findings to create an effective strategy for the future.

2. A data analyst is researching the buying behavior of people who shop at a company's retail store and those who might shop there in the future. During the analysis, it will be important to stay in communication with the people who most often interact with these shoppers. They are members of the executive team.

1 / 1 point

- ☐ True
- ☒ False



**Correct**

These people are part of the customer-facing team. The customer-facing team includes anyone in an organization who interacts with customers or potential customers, such as the shoppers at a company's retail store.

3. To communicate clearly with stakeholders and team members, there are four key questions data analysts ask themselves. One of them is: What does my audience need to know? Identify the remaining three questions. Select all that apply.

1 / 1 point

- ☒ Who is my audience?



**Correct**

The four key questions data analysts ask themselves when communicating with stakeholders are: Who is my audience? What do they already know? What do they need to know? And how can I communicate effectively with them?

☒ What does my audience already know?

☒ **Correct**

The four key questions data analysts ask themselves when communicating with stakeholders are: Who is my audience? What do they already know? What do they need to know? And how can I communicate effectively with them?

☒ How can I communicate effectively to my audience?

☒ **Correct**

The four key questions data analysts ask themselves when communicating with stakeholders are: Who is my audience? What do they already know? What do they need to know? And how can I communicate effectively with them?

☐ Why are stakeholders and team members important?

4. Data analysts pay attention to sample size in order to achieve what goals? Select all that apply.

1 / 1 point

☐ To fully understand the scope of the analytics project

☒ To avoid a small sample size leading to inaccurate judgements

☒ **Correct**

Data analysts pay attention to sample size in order to represent a diverse set of perspectives and avoid skewed results or inaccurate judgements.

☒ To make sure a few unusual responses don't skew results

☒ **Correct**

Data analysts pay attention to sample size in order to represent a diverse set of perspectives and avoid skewed results or inaccurate judgements.

☒ To make sure the data represents a diverse set of perspectives

☒ **Correct**

Data analysts pay attention to sample size in order to represent a diverse set of perspectives and avoid skewed results or inaccurate judgements.

5. A data analyst feels overworked. They often stay late to finish work, and have started missing deadlines. Their supervisor emails them another project to complete, and this causes the analyst even more stress. How should they handle this situation?

1 / 1 point

☐ Respond immediately, letting the supervisor know the expectations at this company are unreasonable.

☐ Accept the new project right away and hope to not miss another deadline.

☐ Walk into the supervisor's office and tell them to give the project to someone else.

☒ Wait a few minutes to think it over, then respond with a meeting request to discuss this project and the general workload.

✓ **Correct**

They should wait a few minutes to think it over, then respond with a meeting request to discuss this project and the general workload. When people are feeling angry or emotional, it's best to wait until things calm down. Then, give everyone the opportunity to share their perspectives.

6. A data analyst has been invited to a meeting. They review the agenda and notice that their data analysis project is one of the topics that will be discussed. They plan to arrive on time and have a pen and paper to take notes. But they do not spend time considering project updates they could share or questions they may be asked. This is appropriate because they're not the one running the meeting.

1 / 1 point

☐ True

☒ False

✓ **Correct**

Even if the data analyst isn't running the meeting, if their project is on the agenda, it's a good idea to prepare to share updates and answer questions. This helps keep everyone informed and ensures effective communication.

7. When participating in an online meeting, it's okay to keep your inbox open in another browser window. Participants won't be distracted because they can't see it, and you might receive a very important message.

1 / 1 point

☐ True

☒ False

✓ **Correct**

When participating in an online meeting, it's important to eliminate distractions, such as checking your email. This shows respect to the other participants.

8. A team member has asked you to take on a task, and you don't understand the point of the project. It seems like it will be a waste of your time. The best course of action would be to politely explain your concerns and decline the project.

1 / 1 point

☐ True

☒ False

✓ **Correct**

When you don't understand the full context of a request, ask questions about the project goal, its data story, and the big picture vision.