Week–01 (Organizing data to begin analysis)

✳ Analysis:

The process used to make sense of the data collected.

→ The goal of analysis is to identify trends and relationships within data so that someone can accurately answer the question that are asking.

→ The four phases of analysis:

1. Organize data.
2. Format and adjust data.
3. Get input from others.
4. Transform data.

Week–02 (Formatting and Adjusting data)

✳ Data Validation:

1. Add dropdown lists with predetermined options.
2. Create custom checkbox.
3. Protect structured data and formulas.

Week—03 (Aggregating data for Analysis)

✳ Data aggregation:

          The process of gathering data from multiple source to combine it into a single summarized collection.

      → Data aggregation usecase:

        1. Identify trends.

        2. Make comparisons.

        3. Gain Insights.

✳ Before VLOOKUP:

    Need to check 3 things :-

      ① Convert Number from string (for numeric).

      ② Trim the text (for text data).

      ③ Remove duplicate rows.

✳ SQL JOINS:

        A SQL clause that is used to combine rows from two or more tables based on a related column.

→ Four common types of join:

① Inner   ③ Right.

② Left   ④ Outer.

✳ COUNT in SQL:

A query that returns the number of rows in a specific range.

✳ COUNT DISTINCT:

A query that only return the distinct values in a specific range.

✳ Aliasing:

~ is temporarily naming a table or column in the query to make it easier to read and write.

✳ SUB QUERY:

A SQL query that is nested inside a larger query.

Week-04 (Performing Data Calculation)

✳ Data validation process includes:

  ① Completeness.

  ② Accurate.

  ③ Secure.

  ④ Consistance.

✳ Temporary table:
A database table that is created
and exist temporarily on a database server.

→ Create temporary table:

  ① WITH CLAUSE.

  ② SELECT INTO statement.

  ③ CREATE table statement.