**Support Document: Handling Data Collections and Code Documentation**

**Total Time: 15 Minutes**

• **Introduction to Data Collections**: 2 minutes

• **Demonstrating Python Data Collections**: 8 minutes

• **Code Documentation**: 3 minutes

• **Q&A and Discussion**: 2 minutes

**1. Introduction to Data Collections (2 minutes)**

**Talking Points**:

• “In Python, **data collections** are used to store multiple values in a single variable. This is useful when you need to manage groups of related data efficiently.”

• “There are four main data collection types: **Lists, Tuples, Sets, and Dictionaries**. Each has its own characteristics and use cases.”

**Quick Overview**:

• **Lists**: Ordered and changeable, allows duplicates.

• **Tuples**: Ordered and unchangeable, allows duplicates.

• **Sets**: Unordered and unindexed, no duplicates allowed.

• **Dictionaries**: Unordered, changeable, and indexed by keys, no duplicates allowed.

**2. Demonstrating Python Data Collections (8 minutes)**

**Step 1: Working with Lists (2 minutes)**