# **Data Analysis Tools**

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| **Tool** | **Definition** | **Examples** | **Transferable skills** |
| Spreadsheets | A digital worksheet where data can be manipulated and used for calculations | * + Google Sheets   + Microsoft Excel | * + Data entry   + Mathematical calculations   + Manage datasets   + Task automation   + Data manipulation   + Data analysis |
| Databases | A collection of data stored in a computer system | * + Google Cloud   + CloudSQL   + Oracle   + Microsoft SQL Server | * + Database design   + Data storage management   + Data integrity |
| Programming languages | A system of words and symbols used to write instructions that computers follow | * + SQL   + R   + Python   + Java   + C++ | * + Communicate with computer systems   + Write and input commands   + Manage datasets   + Data manipulation   + Data analysis |
| Data visualization | The graphical representation of data | * + Tableau   + Matplotlib   + Seaborn   + Google Charts   + InfoGram   + ChartBlocks | * + Communicate data insights   + Design compelling visuals   + Identify key metrics |
| Dashboards | A tool that monitors live, incoming data | * + Tableau   + LookerStudio   + Microsoft PowerBI | * + Communicate data insights   + Monitor real-time data   + Develop data visualizations   + Design filters and custom calculations |

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