1. Data Analysis

• **Definition:** The process of inspecting, cleaning, transforming, and modeling data to discover useful information, draw conclusions, and support decision-making.

Importance:

- Extracts meaningful insights from raw data.
- Informs business strategies and decisions.
- o Identifies patterns, trends, and anomalies.

2. Data Preprocessing

Definition: The process of preparing raw data for analysis.

• Importance:

- Real-world data is often incomplete, inconsistent, and noisy.
- Improves data quality, accuracy, and suitability for analysis.
- Crucial for reliable results and effective modeling.

3. Pandas

• **Definition:** A Python library providing data structures and functions for efficient data manipulation and analysis.

Key Features:

- DataFrames and Series for structured data.
- o Functions for reading, writing, cleaning, transforming, and analyzing data.
- Integration with other Python libraries like NumPy.

4. NumPy

 Definition: A Python library for numerical computation, supporting arrays and mathematical operations.

Key Features:

- o Multi-dimensional arrays (ndarrays).
- o Mathematical functions, linear algebra, random number generation.
- $\circ\quad$ Integration with Pandas for data manipulation.

5. Data Structures

DataFrame:

- o A 2D labeled table-like structure with rows and columns.
- Each column can have a different data type.
- o Fundamental data structure in Pandas.

• Series:

o A 1D labeled array, a single column of a DataFrame.

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6. Data Types

- Definition: The type of data stored in a variable (e.g., numeric, text, categorical).
- Importance:
 - Determines how data can be processed and analyzed.
 - Ensuring correct data types is crucial for accurate results.

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7. Missing Values

- **Definition:** Data points where no value is recorded for a particular attribute.
- Causes:
 - Data entry errors.
 - Incomplete records.
 - System errors.
- Handling:
 - Imputation (replacing with estimated values).
 - Deletion (removing rows or columns).

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8. Data Cleaning

- **Definition:** The process of identifying and correcting errors, inconsistencies, and inaccuracies in data.
- Tasks:
 - Handling missing values.
 - Removing duplicates.
 - o Correcting data entry errors.
 - o Handling outliers.

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9. Data Transformation

- **Definition:** Converting data from one format or structure to another.
- Tasks:
 - Normalization/Scaling.
 - o Converting data types.
 - o Creating or modifying features.
 - Converting categorical variables.

10. Data Normalization/Scaling

- **Definition**: Adjusting numerical values to a standard range.
- Reasons:
 - Features on different scales can bias some machine learning algorithms.

o Improves model performance and stability.

Methods:

- Min-Max scaling
- Standardization (Z-score)

11. Categorical Variables

• **Definition:** Variables that represent categories or groups (e.g., colors, names, labels).

• Handling:

- o One-hot encoding.
- o Label encoding.

12. Feature Engineering

- **Definition**: The process of selecting, transforming, and creating new features from raw data.
- **Goal**: To improve the performance of machine learning models.

13. Data Visualization

• **Definition**: Representing data visually (e.g., charts, graphs).

• Purpose:

- o To understand data patterns and distributions.
- $\circ\quad$ To communicate findings effectively.

• Libraries:

- Matplotlib
- Seaborn