Question 1

Once you have cleaned your data, submit the cleaned data file to unit site with this document.

Question 2

Submit brief details on which inconsistencies you have found, what was your approach for fixing them and discuss the Pros. and Cons of your approach, using the given table below:

Inconsistencies found	Approach for fixing	Pros. and Cons of your approach
Missing Data (Empty Row)	Delete Row	Pro: empty data is removed Con: gap still remains in data
Duplicates in Date Time	Delete Duplicate	Pro: Duplicate data is removed Con: possible gap in data
Duplicates in Stamp	Delete Duplicate	Pro: Duplicate data is removed Con: possible gap in data
Inconsistent Length in Date Time	Pad Data	Pro: All entries are the same length Con: none
Inconsistent Length in Hum	Pad Data to 1 or 2 decimal placed	Pro: all entries are the same length and format (if being entered into database this is important) Con: none