

Data Collection and Preprocessing Phase

Date	15 March 2024
Team ID	739640
Project Title	Work Force Retention System
Maximum Marks	2 Marks

Data Quality Report

The Data Quality Report will summarize data quality issues from the selected source, including severity levels and resolution plans. It will aid in systematically identifying and rectifying data discrepancies.

Data Source	Data Quality Issue	Severity	Resolution Plan
Dataset	Incomplete employee records	High	Implement mandatory fields for critical data in the HR system
	Duplicate entries	Moderate	Use data cleaning tools to identify and merge duplicates
	Outdated information	High	Establish regular update protocols and automated reminders
	Inconsistent data formats	Moderate	Standardize data entry formats and validate entries
	Missing exit interview data	Moderate	Make exit interviews mandatory and digitize the process