PROJECT DEVELOPMENT PHASE
DELIVERY OF SPRINT - 2

Date	09 November 2022
Team ID	PNT2022TMID21953
Project Name	Global Sales Data Analytics
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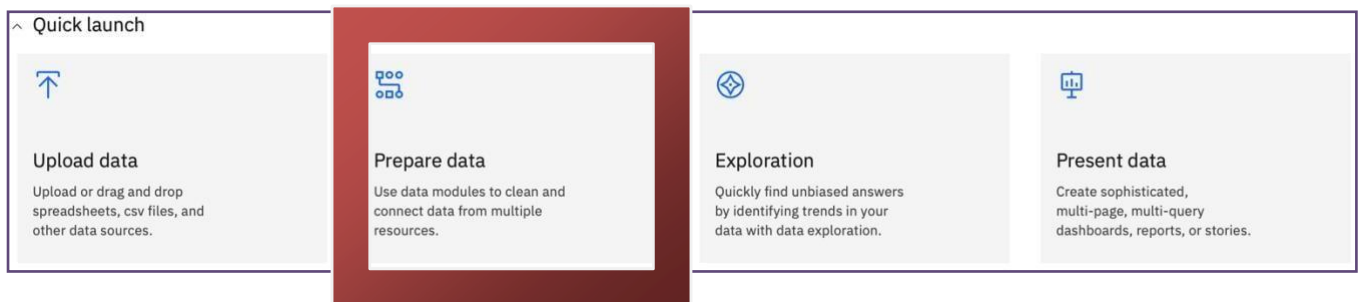## DATA PREPARATION PHASE

### 1. Open IBM Cognos Dashboard
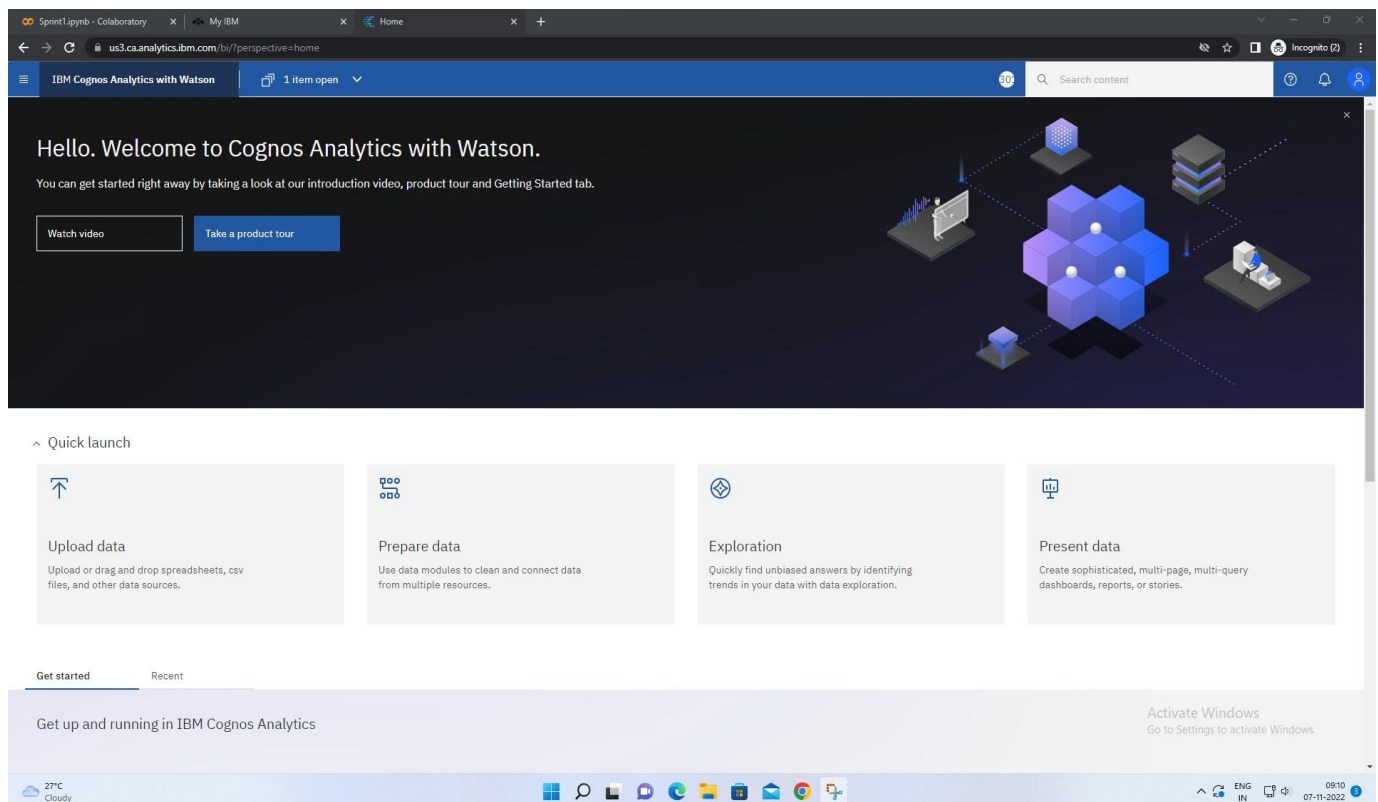
Preparation phase:

We must prepare the dataset after it has been uploaded to the IBM Cognos dashboard. The process of preparing data involves cleaning it up, eliminating duplicate and null values, and organising it in a way that makes it easy to explore and analyse.

2. Click on the Prepare Data option

3. Now select the uploaded dataset from the menu
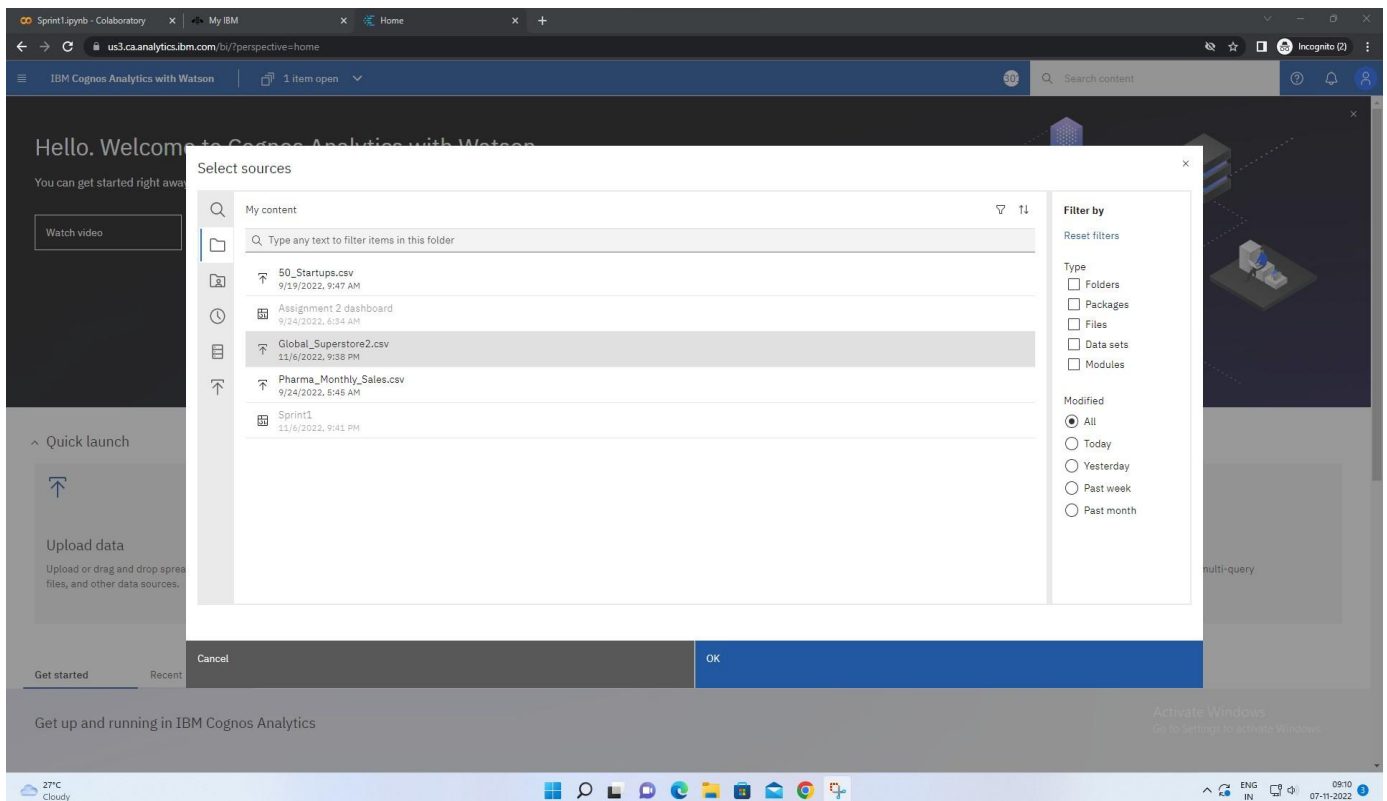
Select the dataset to be cleaned and prepared now.

4. Exploring the Data modules

5. Understanding the Data

6. Filtering the data

Sort the data to meet your needs and eliminate any extraneous information.

Choose the required fields to be filtered

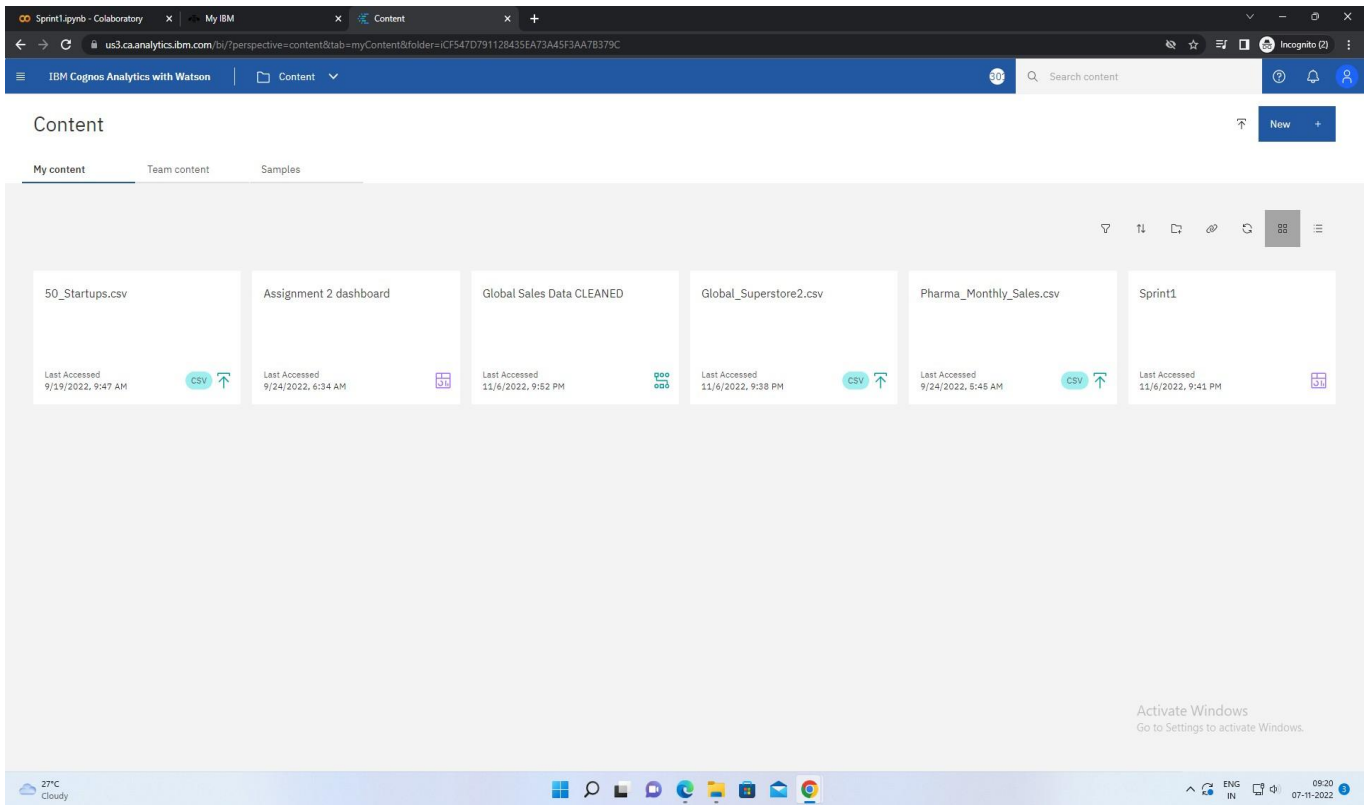## 7. Creating Relationships among the data
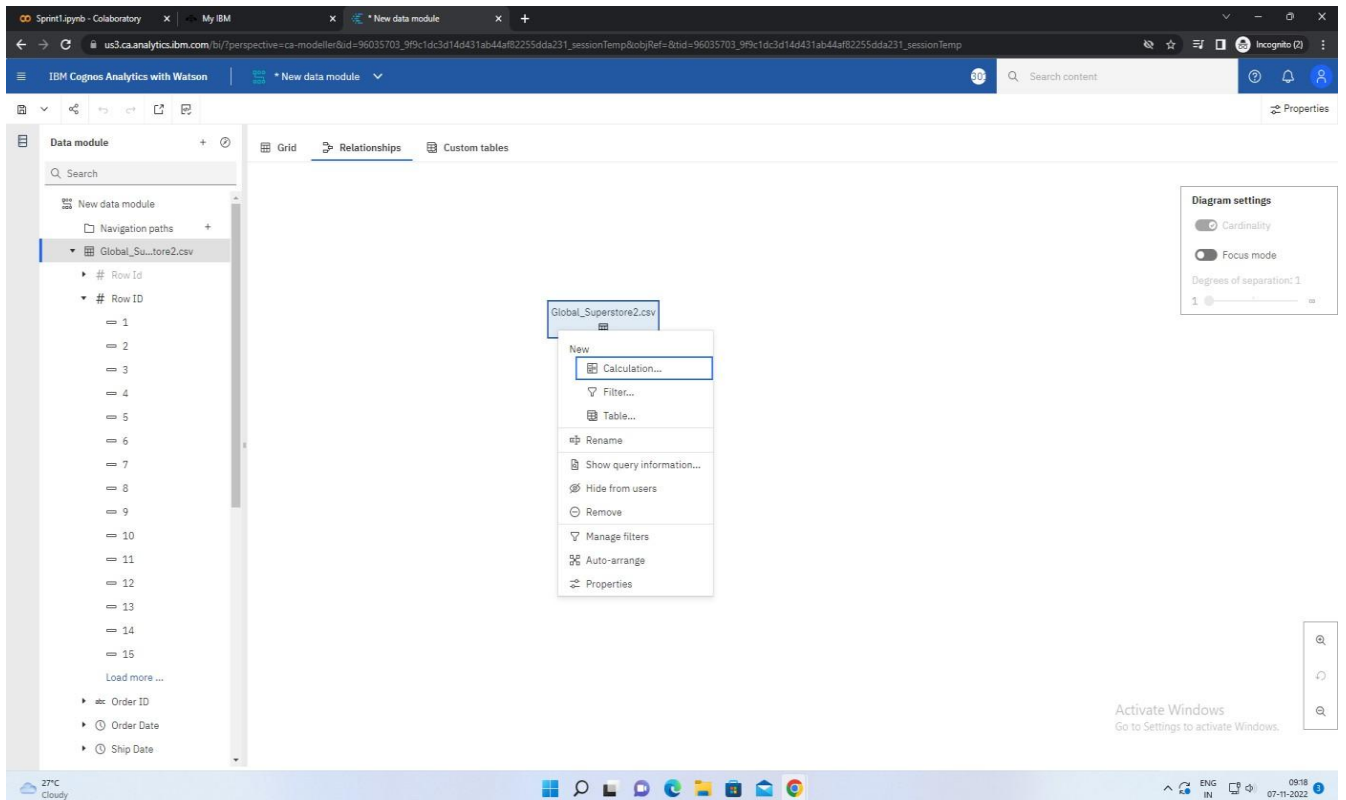
8. Save the dataset after preparing the data
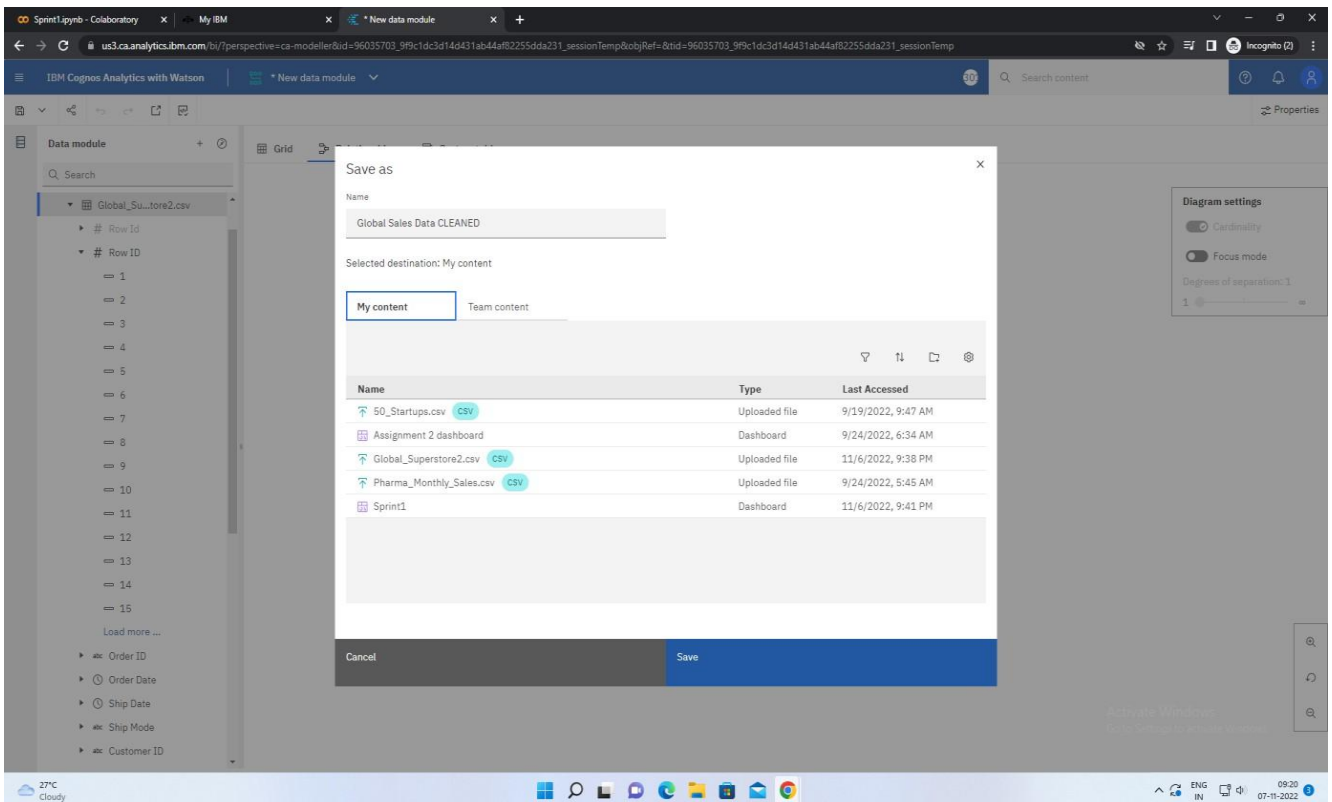
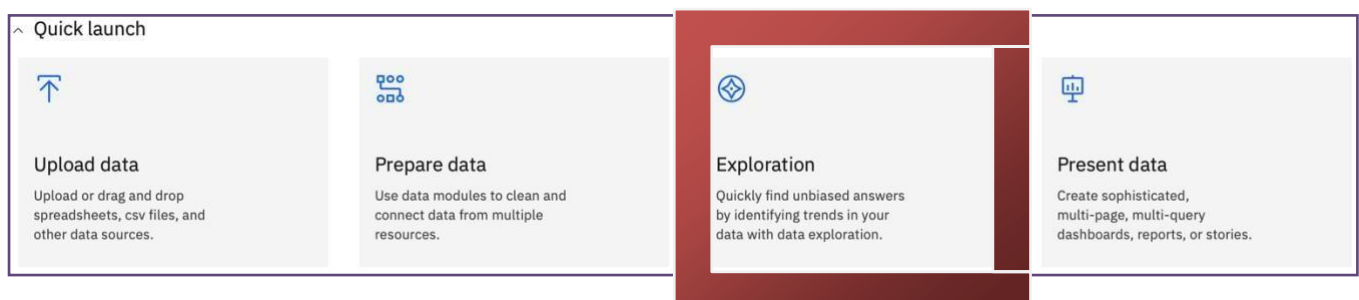## 9. Open "Content" from the menu bar

You can access the uploaded and stored data here.

DATA EXPLORATION PHASE

10. Data Exploration

To analyze the information, select the Exploration option.

11. Select the Data to be explored

To begin browsing the cleaned and prepared data, choose "My Content" from the menu.

12. Start exploring the data and create relationships among the data.

13. Save the exploration