STEP-BY-STEP EXPLANATION OF ANALYSIS

Step 1: Download Data

Download data from maveanalytics.io - Ensure you have the dataset in Excel format for the coffee shop sales analysis.

Step 2: Import Data into Excel

Go to Data > From File > From Excel Workbook - This will allow you to import the data into Excel.

Transform Data - After importing, the data will automatically open in the Power Query Editor.

Step 3: Create a New Column with Conditions

Create a New Column:

Go to Add Column > Conditional Column.

Name the column and set up the conditions. For example, you might want to categorize sales into different groups.

Use Else to handle cases that don't match any condition with a default value, such as Not Found.

Click OK to apply.

Step 4: Create a New Column for Size

Create a New Column for Size - This could involve categorizing items based on size (e.g., Small, Medium, Large).

Step 5: Transform Product Details

Choose Product Details:

Go to Transform > Replace Values.

Replace values like LG with RG or SM for standardization.

Step 6: Remove Spaces

Remove Spaces:

Go to Transform > Format > Trim - This will remove any leading or trailing spaces in your data.

Step 7: Calculate Total Bill

Add Custom Column:

Go to Add Column > Custom Column.

Create a column named Total Bill with the formula [Unit Price] * [Transaction Qty].

This will generate a new column with the total bill for each transaction.

Step 8: Extract Transaction Time

Extract Transaction Time:

Select Transaction_time.

Go to Transform > Extract > Text After Delimiter - This will help in breaking down the transaction time for further analysis.

Step 9: Add Date Information

Transaction Date:

Go to Add Column > Date > Name of Month and Name of Day - This will add new columns with the month and day names.

Step 10: Extract Hour from Transaction Time

Transaction Time:

Go to Transform > Time > Hours - This extracts the hour part of the transaction time for hourly analysis.

Step 11: Load Data Back into Excel

Close & Load:

Choose Close & Load To > Existing Worksheet - This loads the transformed data back into your Excel worksheet.

Step 12: Enable Developer Options

Enable Developer Options:

Go to File > Options > Customize Ribbon.

Check the Developer box and click OK.

Step 13: Enable Power Pivot

Enable Power Pivot:

Go to Developer > COM Add-ins.

Check Microsoft Power Pivot for Excel and click OK.

Step 14: Create Pivot Tables

Add New Sheet for Pivot Tables:

Insert a new sheet.

Go to Insert > Pivot Table > From Data Model - This creates a pivot table based on your data model.

Step 15: Create Charts Based on Pivot Tables

Create Charts:

Use the pivot table to create various charts and visualizations that display your sales analysis.

Step 16: Fix the Sorting Issue in the Pivot Table

Fix Sorting Issue:

In the pivot table, if the day names and month names are not in ascending order:

Open Power Query Editor.

Fix the transdate by day and month.

Close & Load back to Excel.

In the pivot table, go to Manage > Sort by Column and choose the appropriate sorting based on month. name.

Step 17: Finalize Visualizations

Create Final Visualizations:

Use the cleaned and sorted data to create detailed charts and visualizations that effectively present your sales analysis.