**Data Transformation – Excel Process**

## Convert Time

* 1. Insert a column to the right of *Time* and name *Converted\_Time*
  2. Insert the formula from 1.2.1 into the *Converted\_Time* column and fill down
     1. **=B2/86400** – Converts the time column into seconds. 86400 is the number of seconds in a day.

Table

Description automatically generated

1.2.2 Change *Converted\_Time* column format to “time” (option 4)

## Create Session Id

* 1. Insert a column to the right of *Status* and name *Session\_Count*
  2. Insert the formula from 2.2.1 into the *Session\_Count* column and fill down
     1. **=COUNTIF($G$2:$G2,G2)** – Begins counting the occurrences of behaviours from the *Behaviour* column, marking each unique instance of the behaviour as 1.

**Table

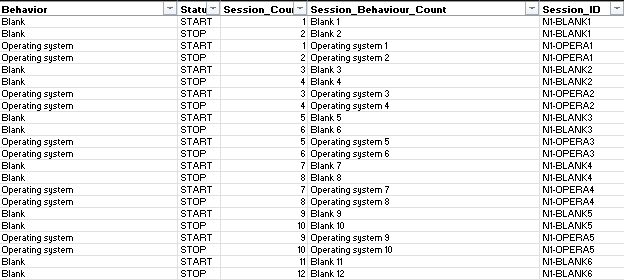
Description automatically generated**

* 1. Insert a column to the right of *Session\_Count* and name *Session\_Behaviour\_Count*
  2. Insert the formula from 2.4.1 into the *Session\_Behaviour\_Count* and fill down
     1. **=CONCAT(G2, " ",I2)** –Joins the behaviour and the session count field

**Table

Description automatically generated**

* 1. Insert a column to the right of *Session\_Behaviour\_Count* and name *Session\_ID*
     1. **=CONCAT(LEFT(L2,1),RIGHT(L2,1), ",-",UPPER(LEFT(G2,5)),CEILING(I2/2,1))** – Creates a unique ID for each unique behaviour. This is a combination of the participant’s code and the count of each behaviour. Each behaviour has a stop-and-start value. These are considered in pairs as one behaviour.



## Create Session Time

* 1. Insert a column to the right of *Session\_ID* and name *Session\_Time*
  2. Insert the formula from 2.7.1 into the *Session\_Time* and fill down
     1. **=IF(H2= "START",XLOOKUP(G2,G3:G$281,B3:B$281)-B2, "")** – Finds the next occurring instance of the behaviour by using excel’s lookup function then calculates the total seconds for that behaviour using the *Time* column.

**A picture containing text, receipt, screenshot

Description automatically generated**

## Convert Recording Dates and Times

* 1. Insert a column to the right of *Recording\_Time* and name *Recording\_Time\_Conversion*
  2. Insert the formula from 4.2.1 into the *Recording\_Time\_Conversion* and fill down
     1. **=TIMEVALUE(TEXT(Q2, "hh:mm"))** – Converts the time from recording time into time format with seconds value

**Table

Description automatically generated**

4.2.2 Change *Recording\_Time\_Conversion* column format to “time” (option 1)

* 1. Insert a column to the right of *device* and name *Recording\_Day*
  2. Insert the formula from 4.4.1 into the *Recording\_Day* column and fill down
     1. **=LEFT(P1,3)** – Splits the full recording day field into the day and date

## Create Recording Running Time

* 1. Insert a column to the right of *Recording\_Time\_Conversion* and name *Recording\_Running\_Time*
  2. Insert the formula from 5.2.1 into the *Recording\_Running\_Time* column and fill down
     1. **=R2+C2** – Adds the converted time in seconds to the converted recording time to create a running recording time that can be used for timelines.

**Table

Description automatically generated with medium confidence**

## Clean-Up

* 1. Rename column A header as *Row\_Number*
  2. Change *Row\_Number* column format to number with 0 decimal points
  3. Convert *Time* column to number
  4. Convert *Total\_length* to number
  5. Convert *Recording\_Date* to date (option 3)
  6. Convert *FPS* to number
  7. Change column *Media file path* to *Media\_file\_path*
  8. Change column *Media file path* to *Media\_File\_Path*
  9. Change column *Total length* to *Total\_Length*

1. Remove column *Recording\_Duration* (this is represented through total\_length)