SUPERSTORE SALES

1.What are the total sales and total profits of each year?

QUERY:

```
select extract(year from orderdate) as year,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by year
order by year asc;
```

OUTPUT:

year	total_sales	total_profit
2014	484247.56	49544.06
2015	470532.46	61618.69
2016	609205.86	81795.27
2017	733215.19	93439.77

The sales got decreased in 2015 lets assume it as 1% then immediately the sales got increased by 3% in the next year that is 2016 , and again increased by 3% in the year 2017. So here we observed that the profit is high.

2.What are the total profits and total sales per quarter?

QUERY:

```
select
extract(year from orderdate) as year,
extract(quarter from orderdate) as quarter,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by year,quarter
order by year,quarter;
```

OUTPUT:

	year	quarter	total_sales	total_profit
▶	2014	1	96498.79	7296.72
	2014	2	83636.93	13013.13
	2014	3	139306.00	10530.01
	2014	4	164805.84	18704.20
	2015	1	90952.33	12574.17
	2015	2	97852.90	13700.71
	2015	3	145554.19	20713.41
	2015	4	136173.04	14630.40
	2016	1	136898.68	25135.14
	2016	2	149148.61	21879.08
	2016	3	131098.58	12153.72
	2016	4	192059.99	22627.33
	2017	1	189519.90	33251.33
	2017	2	127696.70	9073.80
	2017	3	204222.00	25986.96
	2017	4	211776.59	25127.68

From the above data we observed that the profits are low and we can tell that there are no constant sales in quarter wise like in 2014 quarter 2 sales are low,2015 quarter 4 sales are low,2016 quarter 3 sales are low,2017 quarter 2 sales are low.

This is done to see the periods where our company has been the most impactful. So that in the future, we can tailor our operations where we see fit like maximizing our resources like advertisement, customer service and our overall presence during those times of the year.

3. **What region generates the highest sales and profits?**

i.which region generates highest sales and profits

QUERY:

```
select
region,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by region
order by sum(sales) desc;
```

OUTPUT:

	region	total_sales	total_profit
▶	West	725457.93	108418.79
	East	678781.36	91522.84
	Central	501239.88	39706.45
	South	391721.90	46749.71

In the west region we are having highest sales and profit means there is a scope to get even more profits if we increase our produts and all insights and with good customer service and all and in the central there is a less profit compared to all other , south is having less sales.

ii. Include profit margins to see this under a different lens.

QUERY:

```
select
region,
sum(sales) as total_sales,
sum(profit) as total_profit,
ROUND((SUM(profit)/SUM(sales))*100,2) as profit_margin
from superstore
group by region
order by profit_margin desc;
```

OUTPUT:

region	total_sales	total_profit	profit_margin
West	725457.93	108418.79	14.94
East	678781.36	91522.84	13.48
South	391721.90	46749.71	11.93
Central	501239.88	39706.45	7.92

From the above data we can tell that the investors can get a quick idea to where to invest high and where to make more changes to get more profits like based on the above report central is having very least profit margin so by making some changes maybe they can get good profit margin like west. Here west and east are having very high profit margin.

4. What state and city brings in the highest sales and profits?

i. What states are the top 10 highest and lowest then move on to the cities

QUERY:

```
select
state,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by state
```

order by total_profit desc limit 10;

OUTPUT:

state	total_sales	total_profit
California	457687.68	76381.60
New York	310876.20	74038.64
Washington	138641.29	33402.70
Michigan	76269.61	24463.15
Virginia	70636.72	18598.00
Indiana	53555.36	18382.97
Georgia	49095.84	16250.08
Kentucky	36591.75	11199.70
Minnesota	29863.15	10823.22
Delaware	27451.07	9977.37

From the above data we can tell that our least sales are from Kentucky, Minnesota, Delaware so we have to concentrate more on these cities regarding the stocks, customer care and what products are need by those people by providing the required insights we can make more sales and profits.

Top 3 are California, New York and Washington.

ii. Include profit margins to see this under a different lens.

QUERY:

Select

state,

sum(sales) as total_sales,

sum(profit) as total_profit,

ROUND((SUM(profit)/SUM(sales))*100,2) as profit_margin

from superstore

group by state

order by total_profit desc limit 10;

OUTPUT:

state	total_sales	total_profit	profit_margin
California	457687.68	76381.60	16.69
New York	310876.20	74038.64	23.82
Washington	138641.29	33402.70	24.09
Michigan	76269.61	24463.15	32.07
Virginia	70636.72	18598.00	26.33
Indiana	53555.36	18382.97	34.33
Georgia	49095.84	16250.08	33.10
Kentucky	36591.75	11199.70	30.61
Minnesota	29863.15	10823.22	36.24
Delaware	27451.07	9977.37	36.35

Profit margin is a measure of how much money a company is making on its products or services after subtracting all of the direct and indirect costs involved. with this profit margin the investors get a good idea of where to invest high and make more profit percentages.

iii. Get our bottom 10 States.

QUERY:

```
select
state,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by state
order by total_profit asc limit 10;
```

OUTPUT:

state	total_sales	total_profit
Texas	170187.98	-25729.29
Ohio	78258.21	-16971.37
Pennsylvania	116512.02	-15560.04
Illinois	80166.16	-12607.89
North Carolina	55603.09	-7490.81
Colorado	32108.12	-6527.86
Tennessee	30661.92	-5341.66
Arizona	35282.02	-3427.87
Florida	89473.73	-3399.25
Oregon	17431.14	-1190.48

From the above data we can tell that from Texas, Pennsylvania are having more sales compared to all other , remaining all are less than one lakh.

iv. Find the Top 3 cities and Bottom 10 Cities.

QUERY:

```
(select city, sum(sales) as total_sales, sum(profit) as total_profit
from superstore group by city order by total_profit desc limit 3)
union
(select city, sum(sales) as total_sales, sum(profit) as total_profit
from superstore group by city order by total_profit asc limit 10);
```

OUTPUT:

city	total_sales	total_profit
New York City	256368.12	62037.08
Los Angeles	175851.33	30440.94
Seattle	119540.74	29156.13
Philadelphia	109077.09	-13837.83
Houston	64504.71	-10153.48
San Antonio	21843.54	-7299.06
Lancaster	9891.48	-7239.08
Chicago	48539.59	-6654.55
Burlington	21668.08	-3622.88
Dallas	20131.90	-2846.55
Phoenix	11000.27	-2790.85
Aurora	11656.47	-2691.76
Jacksonville	44713.18	-2323.80

From the above data we observed that the top 3 are New York, Los Angeles, Seattle and the bottom 10 are from Philadelphia to Jacksonville and the very least profits are from Aurora and Jacksonville.

5. The relationship between discount and sales and the total discount per category?

QUERY:

```
select discount,
avg(sales) as avg_sales
from superstore
group by discount
order by discount;
```

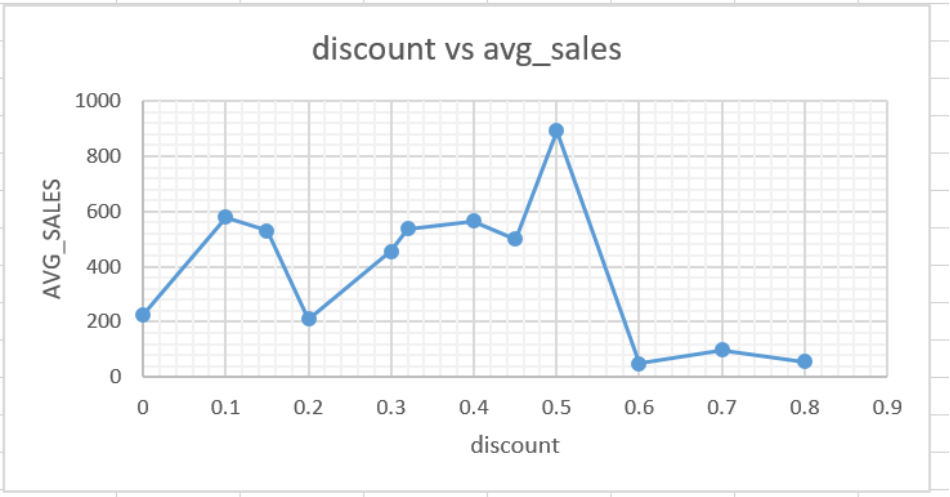
OUTPUT:

discount	avg_sales
0.00	226.742074
0.10	578.396809
0.15	529.972885
0.20	209.076916
0.30	454.743436
0.32	536.794444
0.40	565.135097
0.45	498.634545
0.50	892.706818
0.60	48.149855
0.70	97.177990
0.80	56.545600

The Correlation between discount and average sales helps us to understand how impactful one is to the other.

ii. check the correlation with a graph in Excel.

discount	avg_sales
0	226.7421
0.1	578.3968
0.15	529.9729
0.2	209.0769
0.3	454.7434
0.32	536.7944
0.4	565.1351
0.45	498.6345
0.5	892.7068
0.6	48.14986
0.7	97.17799
0.8	56.5456



From the above graph we can tell that the x-axis is the discount and the y-axis is avg_sales. So this graph tells about the correlation between discount and the avg_salary.

iii. Total discount per product category.

QUERY:

```
select category,
subcategory,
sum(discount) as total_discount
from superstore
 group by category,subcategory
 order by total_discount desc;
```

OUTPUT:

category	subcategory	total_discount
Office Supplies	Binders	567.00
Technology	Phones	137.40
Furniture	Furnishings	132.40
Furniture	Chairs	105.00
Office Supplies	Paper	102.60
Furniture	Tables	83.35
Office Supplies	Appliances	77.60
Office Supplies	Storage	63.20
Technology	Accessories	60.80
Office Supplies	Art	59.60
Furniture	Bookcases	48.14
Technology	Machines	35.20
Office Supplies	Labels	25.00
Office Supplies	Envelopes	20.40
Office Supplies	Fasteners	17.80
Office Supplies	Supplies	14.60
Technology	Copiers	11.00

Here in the above query they mentioned per product so we have to get both category and sub category as well. The least discounted items are Fasteners, Supplies, Copiers which is less than 20.00 and the second high discount items are phones which is having 137.40 & furnishings which is 132.40., the highest discount item is Office Suppliers which is 567.00

6. What category generates the highest sales and profits in each region and state?

i. Get the total sales and total profits of each category with their profit margins.

QUERY:

```
select category,
sum(sales) as total_sales,
sum(profit) as total_profit,
ROUND((SUM(profit)/SUM(sales))*100,2) as profit_margin
from superstore
group by category
order by total_profit desc;
```

OUTPUT:

category	total_sales	total_profit	profit_margin
Technology	836154.10	145455.66	17.40
Office Supplies	719046.99	122490.88	17.04
Furniture	741999.98	18451.25	2.49

From the above table we Get the total sales and total profits of each category with their profit margins and here the top highest sales and profits are from technology and the second highest sales and profits are from office suppliers.

ii. Now see the highest total sales and total profits per Category in each state.

QUERY:

```
Select
state,
category,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by state,category
order by total_profit desc;
```

OUTPUT:

state	category	total_sales	total_profit
New York	Technology	127483.48	42186.89
California	Office Supplies	142351.89	37748.46
California	Technology	159271.12	29470.23
New York	Office Supplies	90020.03	25994.03
Washington	Technology	50536.71	15019.42
Michigan	Office Supplies	37723.76	15005.31
Washington	Office Supplies	40084.42	11189.48
Indiana	Technology	26323.25	11000.88
Georgia	Office Supplies	26715.81	9800.91
California	Furniture	156064.67	9162.91
Minnesota	Office Supplies	19406.54	7780.51
Virginia	Technology	24145.16	7407.75
Washington	Furniture	48020.16	7193.80
Delaware	Technology	14562.22	6239.04
Virginia	Office Supplies	21169.61	5985.91
New York	Furniture	93372.69	5857.72

From the above table we can see the highest total sales and total profits per Category in each state. Here the top sales are from the state New York and California & categories are technology and office supplies and if we increase our some of the office suppliers and by adding some new technology there is a chance to get even more profits.

iii. check the least profitable ones by just changing our 'ORDER BY' clause to ascending

QUERY:

Select

state,

category,

sum(sales) as total_sales,

sum(profit) as total_profit

from superstore

group by state,category

order by total_profit asc;

OUTPUT:

state	category	total_sales	total_profit
Texas	Office Supplies	44490.43	-18584.66
Ohio	Technology	35676.04	-12649.93
Texas	Furniture	60593.34	-10436.17
Illinois	Furniture	28274.57	-9076.32
Illinois	Office Supplies	19907.92	-8354.17
Pennsylvania	Furniture	39354.94	-7196.70
Pennsylvania	Office Supplies	34941.78	-5172.11
Ohio	Furniture	24199.13	-4206.38
North Carolina	Technology	26083.10	-3583.28
North Carolina	Furniture	15155.47	-3486.44
Colorado	Technology	10966.31	-3471.58
Tennessee	Office Supplies	12347.88	-3199.11
Pennsylvania	Technology	42215.30	-3191.23
Arizona	Furniture	13525.33	-2744.91
Colorado	Furniture	13243.05	-2683.15
Florida	Furniture	22987.04	-2255.02

Here we did the same process as previous one but as we need least profitable one we just changed the desc to asc in the order by clause , by this we get the least profits are from the state Texas in the category Office Supplies and Furniture and in the state Ohio its from the category technology.

7. What subcategory generates the highest sales and profits in each region and state?

i. Get the total sales and total profits of each subcategory with their profit margins.

QUERY:

Select

subcategory,

sum(sales) as total_sales,

sum(profit) as total_profit,

round(sum(profit)/sum(sales)*100,2) as profit_margin

from superstore

group by subcategory

order by total_profit desc;

OUTPUT:

subcategory	total_sales	total_profit	profit_margin
Copiers	149528.01	55617.90	37.20
Phones	330007.10	44516.25	13.49
Accessories	167380.31	41936.78	25.05
Paper	78479.24	34053.34	43.39
Binders	203412.77	30221.64	14.86
Chairs	328449.13	26590.15	8.10
Storage	223843.59	21279.05	9.51
Appliances	107532.14	18138.07	16.87
Furnishings	91705.12	13059.25	14.24
Envelopes	16476.38	6964.10	42.27
Art	27118.80	6527.96	24.07
Labels	12486.30	5546.18	44.42
Machines	189238.68	3384.73	1.79
Fasteners	3024.25	949.53	31.40
Supplies	46673.52	-1188.99	-2.55
Bookcases	114880.05	-3472.56	-3.02

From the above data we Get the total sales and total profits of each subcategory with their profit margins. By observing the table we can tell that the highest profits are from the categories like copiers, phones and accessories and the least profits are suppliers and bookcases. And the profit margins are very high for the paper in the first place and in the second place there are copiers.

ii. See the highest total sales and total profits per subcategory in each region.

QUERY:

Select

region,

subcategory,

sum(sales) as total_sales,

sum(profit) as total_profit

from superstore

group by region, subcategory

order by total_profit desc;

OUTPUT:

region	subcategory	total_sales	total_profi
West	Copiers	49749.23	19327.25
East	Copiers	53219.46	17022.88
West	Accessories	61114.10	16484.62
West	Binders	55961.11	16096.78
Central	Copiers	37259.57	15608.86
Central	Phones	72403.26	12323.14
East	Phones	100615.02	12314.70
West	Paper	26663.73	12119.10
East	Binders	53498.06	11267.92
East	Accessories	45033.38	11195.89
South	Phones	58304.43	10767.35
East	Chairs	96260.65	9357.77
West	Phones	98684.39	9111.06
East	Paper	20172.62	9015.29
West	Storage	70532.84	8645.49
East	Appliances	34188.50	8391.45

From the above table we can See the highest total sales and total profits per subcategory in each region. From the west region copiers, accessories, blinders are having high sales and high profits and copiers from the region east are having high sales and high profts.

iii. Now see the least performing ones.

QUERY:

```
select
region,
subcategory,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by region,subcategory
order by total_profit asc;
```

OUTPUT:

region	subcategory	total_sales	total_profit
East	Tables	39139.82	-11025.39
South	Tables	43916.19	-4623.06
Central	Furnishings	15254.35	-3906.18
Central	Tables	39155.07	-3559.68
Central	Appliances	23581.98	-2638.61
Central	Bookcases	24157.16	-1997.92
West	Bookcases	36004.18	-1646.50
Central	Machines	26797.38	-1486.07
South	Machines	53890.98	-1438.90
East	Bookcases	43819.34	-1167.65
East	Supplies	10760.10	-1155.11
Central	Binders	56923.26	-1043.71
Central	Supplies	9467.37	-661.88
West	Machines	42444.14	-618.95
South	Supplies	8318.93	1.89
South	Fasteners	503.31	173.71

Here they asked for the least sales so we used asc in the order by clause and here the tables in the east, south, central region are having very less profit and furnishing from the central region is also having second least profit.

iv. Now see the highest total sales and total profits per subcategory in each state.

QUERY:

```
Select
state,
subcategory,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by state,subcategory
order by total_profit desc;
```

OUTPUT:

state	subcategory	total_sales	total_profit
New York	Machines	43183.50	17320.09
New York	Phones	47502.62	13399.26
New York	Binders	32456.90	11096.01
California	Accessories	37255.01	11095.68
Michigan	Binders	22821.97	11079.48
California	Binders	28473.11	10002.16
Washington	Copiers	20249.83	9442.43
Indiana	Copiers	18499.93	8849.97
California	Paper	16757.95	7977.42
California	Copiers	24559.51	7889.85
California	Storage	45112.29	7204.27
New York	Chairs	46634.20	7111.03
California	Appliances	24175.92	6992.27
California	Phones	67964.57	6309.30
Washington	Binders	18156.14	6061.81
Minnesota	Binders	12470.24	6041.28

From the above data we can tell that the highest sales from the state New York in the sub category machines, phones, blinders. And also accessories from the state California and binders from the state Michigan. And remaining all are having less than 10000.00

v. See the lowest sales and profits. Still in order for the biggest loss in profits.

QUERY:

```
Select
state,
subcategory,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by state,subcategory
order by total_profit asc;
```

OUTPUT:

state	subcategory	total_sales	total_profit
Texas	Binders	9042.64	-14705.12
Ohio	Machines	8978.25	-11770.95
Illinois	Binders	4538.56	-7204.34
Texas	Appliances	2407.75	-6147.24
North Carolina	Machines	12620.66	-5384.81
Pennsylvania	Binders	6266.12	-4571.03
New York	Tables	13779.03	-4535.65
Colorado	Machines	3313.69	-4384.26
Illinois	Tables	6550.72	-4309.76
North Carolina	Tables	9681.72	-3684.25
Tennessee	Binders	5148.05	-3635.93
Pennsylvania	Phones	19702.41	-3606.96
Texas	Furnishings	3766.71	-3312.67
Pennsylvania	Bookcases	5230.76	-2896.77
Ohio	Phones	14634.98	-2778.87
Florida	Binders	3690.50	-2760.73

From the above data we can conclude that the highest loss is from the state texas in the subcategory blinders and other state is Ohio in the subcategory machines.

8. What are the names of the products that are the most and least profitable to us?

i. verify our most profitable ones.

QUERY:

```
Select
productname,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by productname
order by total_profit desc;
```

OUTPUT:

productname	total_sales	total_profit
Canon imageCLASS 2200 Advanced Copier	61599.83	25199.94
Fellowes PB500 Electric Punch Plastic Comb Bind...	27453.38	7753.06
Hewlett Packard LaserJet 3310 Copier	18839.68	6983.89
Canon PC1060 Personal Laser Copier	11619.83	4570.94
HP Designjet T520 Inkjet Large Format Printer -...	18374.90	4094.98
Ativa V4110MDD Micro-Cut Shredder	7699.89	3772.95
3D Systems Cube Printer, 2nd Generation, Mag...	14299.89	3717.97
Plantronics Savi W720 Multi-Device Wireless He...	9367.29	3696.28
Ibico EPK-21 Electric Binding System	15875.92	3345.29
Zebra ZM400 Thermal Label Printer	6965.70	3343.53
Honeywell Enviracaire Portable HEPA Air Cleane...	11304.44	3247.02
Hewlett Packard 610 Color Digital Copier / Printer	8899.82	3124.94
Plantronics CS510 - Over-the-Head monaural W...	10822.36	3085.04
Canon Imageclass D680 Copier / Fax	8959.87	2799.97
Fellowes PB300 Plastic Comb Binding Machine	8070.20	2518.06
Ibico Ibimaster 300 Manual Binding System	7985.38	2318.34

Here they asked about the high profits so we used desc in the order by clause and it gave the top row is the high profitable product that is canon copier and the second high profitable products are fellowes blind and Hewlett copier, so by that we can say copiers are the high profitable products.

ii. verify our less profitable ones.

QUERY:

```
select
productname,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by productname
order by total_profit asc;
```

OUTPUT:

productname	total_sales	total_profit
Cubify CubeX 3D Printer Double Head Print	11099.96	-8879.97
Lexmark MX611dhe Monochrome Laser Printer	16829.90	-4589.97
Cubify CubeX 3D Printer Triple Head Print	7999.98	-3839.99
Chromcraft Bull-Nose Wood Oval Conference T...	9917.64	-2876.11
Bush Advantage Collection Racetrack Conferen...	9544.72	-1934.40
GBC DocuBind P400 Electric Binding System	17965.07	-1878.17
Cisco TelePresence System EX90 Videoconferen...	22638.48	-1811.08
Martin Yale Chadless Opener Electric Letter Ope...	16656.21	-1299.19
Balt Solid Wood Round Tables	6518.76	-1201.06
BoxOffice By Design Rectangular and Half-Moo...	1706.26	-1148.44
Riverside Furniture Oval Coffee Table, Oval En...	4446.18	-1147.41
Epson TM-T88V Direct Thermal Printer - Monoch...	1212.71	-1057.23
Hon 2090 â€œPillow Softâ€ Series Mid Back Swi...	5282.42	-989.04
O'Sullivan 4-Shelf Bookcase in Odessa Pine	2740.20	-975.12
Bretford â€œJust In Timeâ€ Height-Adjustable ...	5634.90	-964.20
Zebra GK420t Direct Thermal/Thermal Transfer ...	703.71	-938.28

Here they asked for the less profit so by using asc in the order by clause we get the cubify print are less profitable and Lexmark printer is also giving less profits. If we can change it with other products then maybe there is a chance to get some better profits.

9. What segment makes the most of our profits and sales?

QUERY:

```
select
segment,
sum(sales) as total_sales,
sum(profit) as total_profit
from superstore
group by segment
order by total_profit desc;
```

OUTPUT:

segment	total_sales	total_profit
Consumer	1161401.34	134119.33
Corporate	706146.44	91979.45
Home Office	429653.29	60299.01

Here from the above table we can tell that the first highest sales are from consumers and then corporate and then home office.

10. How many customers do we have (unique customer IDs) in total and how much per region and state?

i. Total customers, Region wise.

QUERY:

```
select
region,
count(distinct customerid) as total_customers
from superstore
group by region
order by total_customers desc;
```

OUTPUT:

region	total_customers
West	686
East	674
Central	629
South	512

Here we use distinct to get unique customer id and the above table shows the total customers in region wise and west is the high and the least is south.

ii. total customers,state wise.

QUERY:

```
select
state,
count(distinct customerid) as total_customers
from superstore
group by state
order by total_customers desc;
```

OUTPUT:

state	total_customers
California	577
New York	415
Texas	370
Pennsylvania	257
Illinois	237
Washington	224
Ohio	202
Florida	181
North Carolina	122
Virginia	107
Michigan	106
Arizona	100
Tennessee	84
Georgia	83
Colorado	75
Indiana	70

California and New York and Texas are having high customers which is more than 350.

11. Customer rewards program.

say we want to build a loyalty and rewards program in the future. What customers spent the most with us? That generated the most sales. It is always important to cater for our best customers and see how we can provide more value to them as it is cheaper to keep a current customer than it is to acquire a new one. We will also check the total profits for further analysis.

QUERY:

```
select

customerid,

sum(sales) as total_sales,

sum(profit) as total_profit

from superstore

group by customerid

order by total_profit desc limit 10;
```

OUTPUT:

customerid	total_sales	total_profit
TC-20980	19052.22	8981.32
RB-19360	15117.35	6976.09
SC-20095	14142.34	5757.42
HL-15040	12873.30	5622.43
AB-10105	14473.57	5444.81
TA-21385	14595.62	4703.80
CM-12385	8954.01	3899.91
KD-16495	8181.24	3038.58
AR-10540	6608.45	2884.61
DR-12940	8350.87	2869.08

12. Average shipping time per class and in total?

QUERY:

```
select
shipmode,
avg(shipdate-orderdate) as avg_shipping_time
from superstore
group by shipmode
order by avg_shipping_time;
```

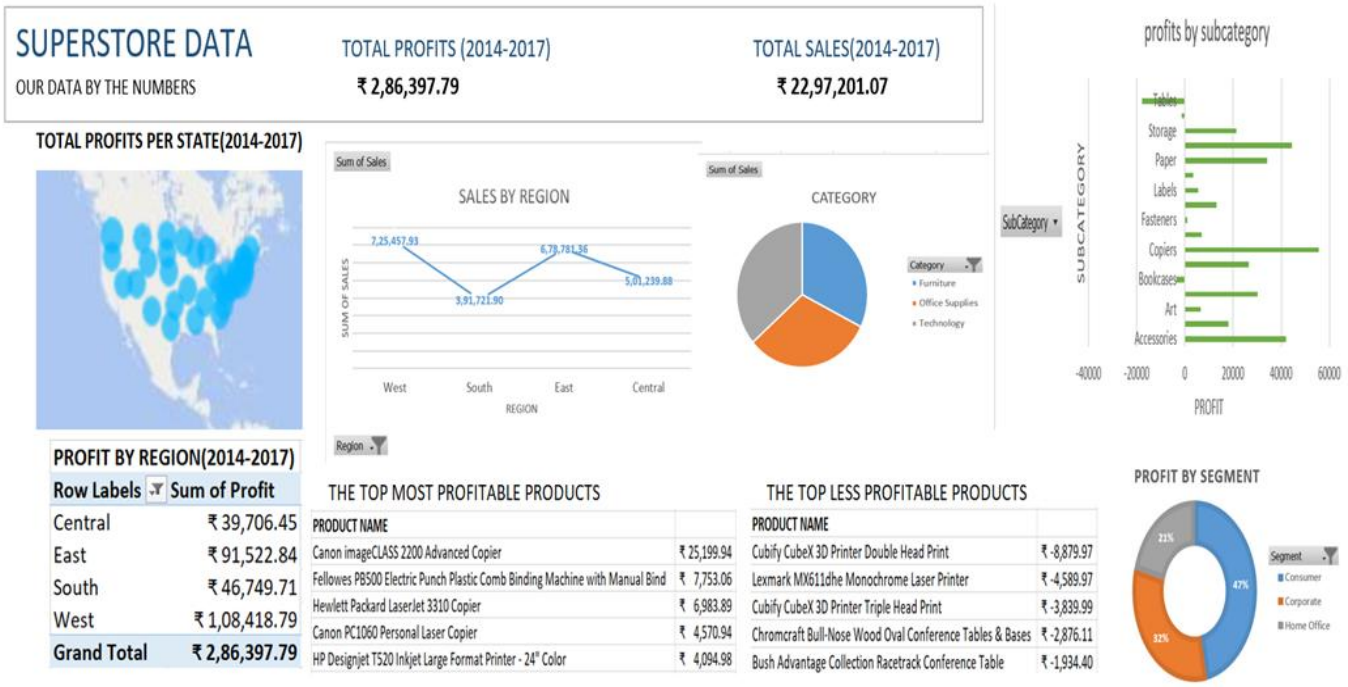
OUTPUT:

shipmode	avg_shipping_time
Same Day	1867403.3149
First Class	73425877.7633
Second Class	120175835.4756
Standard Class	216409349.8660

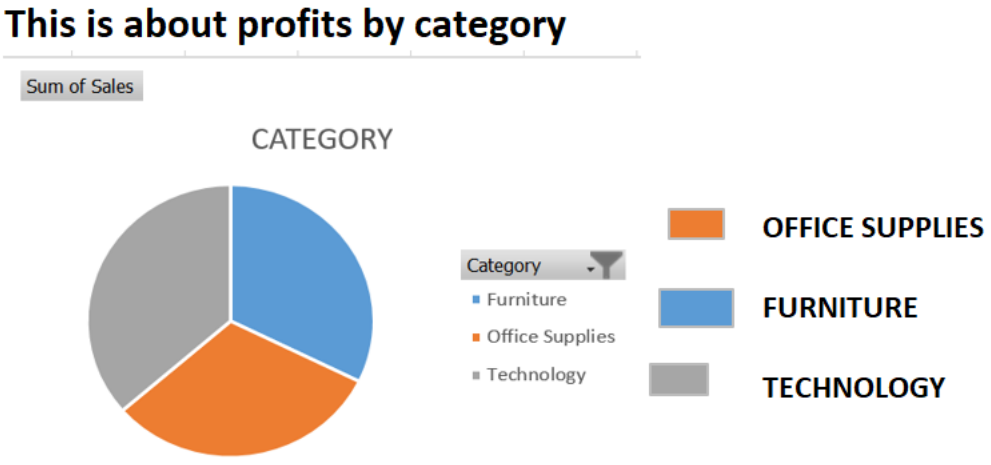
Formula to find avg time - select avg(endtime - starttime) as average time. From this we can write Avg(shipdatete-orderdate) as average shipping time.

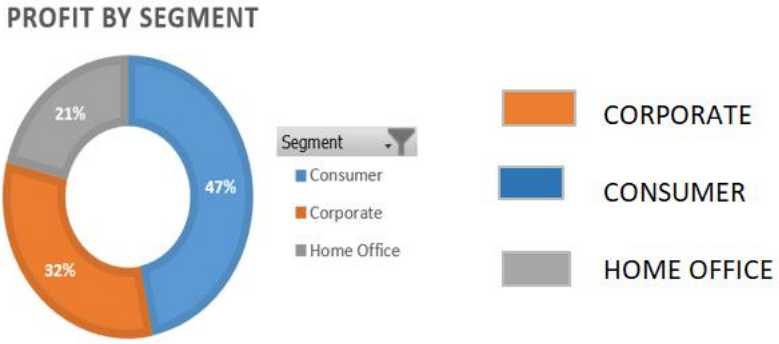
the average shipping time regardless of the shipping mode that is chosen.

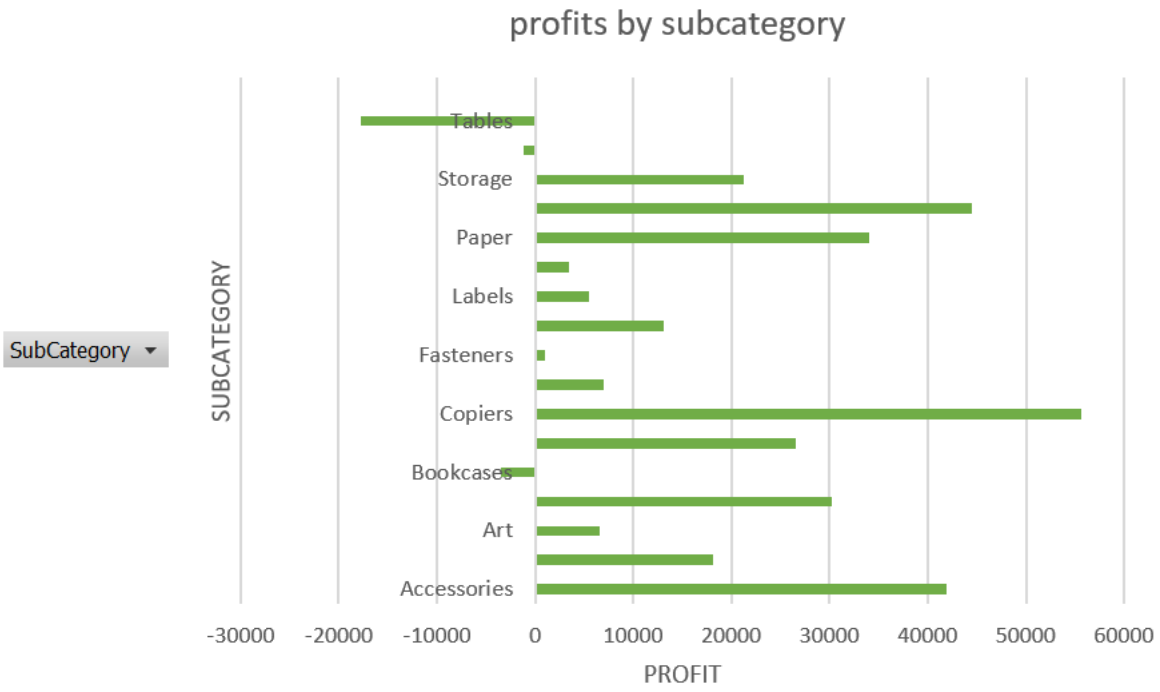
DASHBOARD FOR SUPERSTORE SALES DATA



IN THE ABOVE PICTURE IT'S NOT TO CLEAR SO TO UNDERSTAND BETTER HAVE A LOOK BELOW







THIS IS ABOUT THE DASHBOARD AND THIS DASHBOARD IS BUILD WITH THE HELP OF PIVOT TABLES AND BEFORE THAT WE HAVE TO CLEAN THE DATA.

STEPS INVOLVED IN DATA CLEANING

1. MAKE A COPY OF DUPLICATE DATA AND PEFORM YOUR STEPS ON THAT DUPLICATE DATA
2. **REMOVE** THE **UNWANTED COLUMNS**
3. BY USING **FIND AND REPLACE (ctrl+f)** we changed the two different date format into same format like **by find "/" and replace with "-"** we get everthing in same format and then use right align on that particular column to get same order

4. Check if there are any duplicates in the given data if exist then click the **data tab** and then **select remove duplicates**
5. Check if there are any **null values** , by clicking **ctrl+g** on the selected data then go to **special** and then **blanks** then ok.
6. Add columns where ever needed like to get the **delivery days** insert a column and then write the following function **=shipdate - orderdate**.
7. Now with the help of this cleaned data we can make pivot tables , with the help of those pivot tables we can create dashboard with the help of charts, piecharts, bargraph, linegraph, donutgraph etc…
8. Select the **Profit and Sales** column then go to **Number** and then **Currency** and then **Rupee**s and then select upto **two decimal places**.