

POINTS TO REMEMBER WHILE CREATING A DASHBOARD FROM SCRATCH:

Steps:

- 1) First, we have created a working sheet where we are copying the original datasheet.
- 2) Then, we remove the duplicates from the working sheet.
- 3) Then, to reduce ambiguity, we have replaced M and S with 'Married' and 'Single' in column B, and replaced F and M with 'Female' and 'Male' in column C. (by clicking Ctrl+H and searched by columns)
- 4) Now, we convert column D (income) from general to currency format. We can later convert it into a numeric format if needed for further analysis.
- 5) Now, we condense column L (Age) by making a new column (Age Brackets) where we formulate an if statement so that if the age is less than 31, it's going to be adolescent; otherwise, invalid.
- 6) Then, we further use nested if statements to categorise the values of Age Brackets into middle age and old age. [=IF(L12>54, "Old Age", IF(L12>=31, "Middle Age", IF(L12<31, "Adolescent", "Invalid")))]
- 7) Now, we make pivot tables. The first table gives the answer to the query “Does the income change according to their yes or no to purchase a bike?”
- 8) The second table explains the “ relation between the commute distance and purchase”. Here, we ascend the order of the commute distance by the 'sort' option after a right click. For this, we have replaced “10+ Miles” with “More than 10 Miles”.
- 9) The third table explains the relationship between the different age brackets and the purchase.
- 10) Finally, we'll make a dashboard where we paste these pivot tables. We have customized the design of the interface. We have also used the “Insert Slicer” option to have a more customizable experience and control to see the trends of the pivot table with the given parameters: Marital Status, Region, Occupation, Education.