



IIT Madras

ONLINE DEGREE

Statistics for Data Science - 1
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Department of Management Studies
Indian Institute of Technology, Madras

Lecture - 10
Downloading and Uploading Spreadsheets

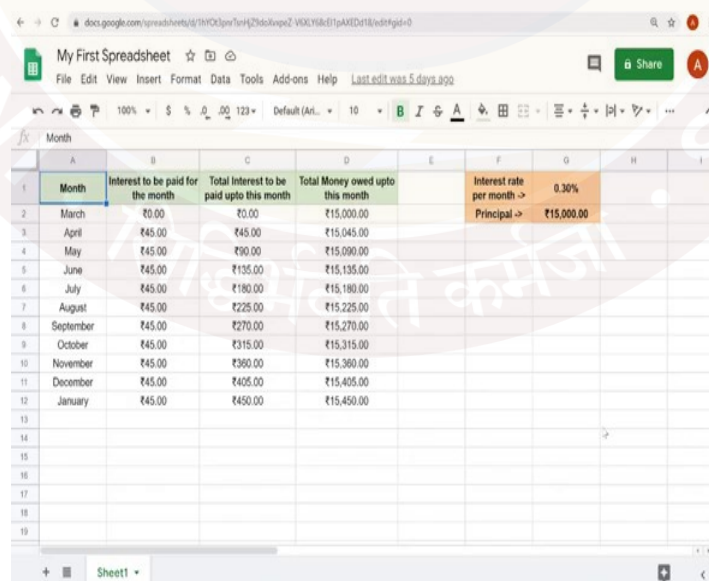
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Learning Objectives for statistics week tutorials

Tutorial 4 Spreadsheets downloading and uploading Learning Objectives

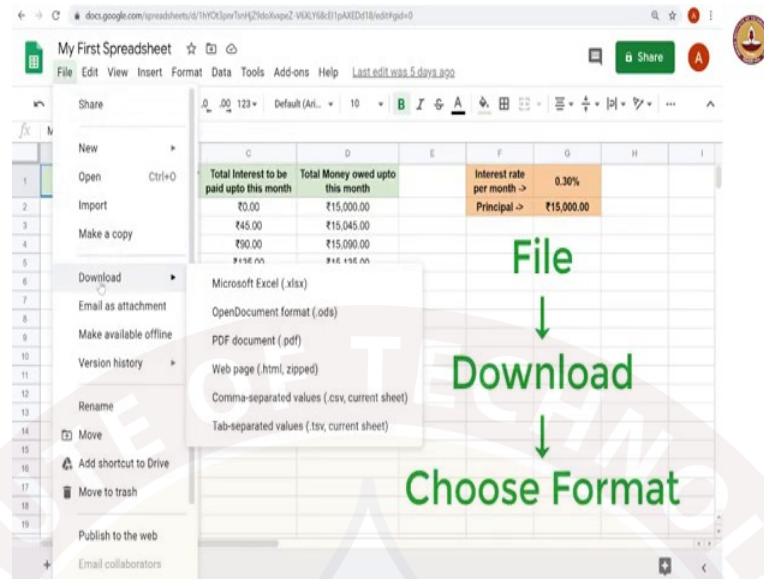
1. Downloading Google sheets file into a personal computer for offline use into various formats like .XLSX, .CSV, .TSV, .Pdf, .ods.
2. Downloading CSV files from websites like data.gov.in.
3. Uploading the available offline files like CSV, XLSX files from the machine to Google Sheets.
4. Organizing the available google sheets in folders in Google Drive.

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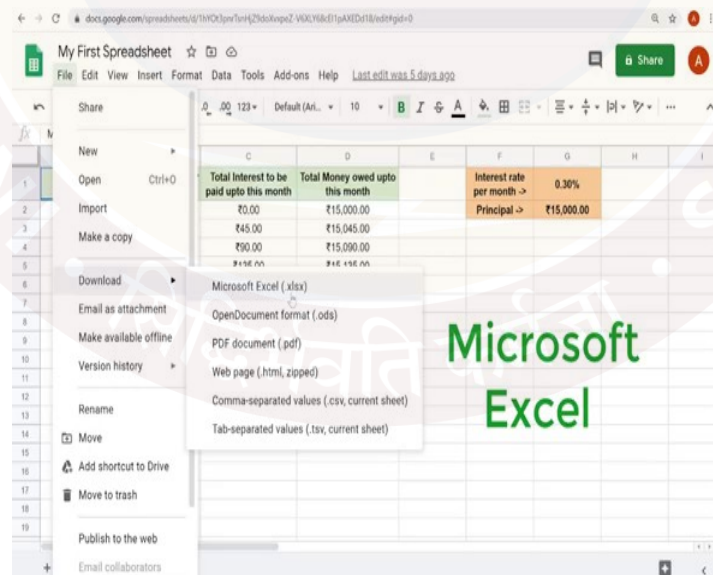
Month	Interest to be paid for the month	Total Interest to be paid upto this month	Total Money owed upto this month	Interest rate per month ->	Principal ->
March	₹0.00	₹0.00	₹15,000.00	0.30%	₹15,000.00
April	₹45.00	₹45.00	₹15,045.00		
May	₹45.00	₹90.00	₹15,090.00		
June	₹45.00	₹135.00	₹15,135.00		
July	₹45.00	₹180.00	₹15,180.00		
August	₹45.00	₹225.00	₹15,225.00		
September	₹45.00	₹270.00	₹15,270.00		
October	₹45.00	₹315.00	₹15,315.00		
November	₹45.00	₹360.00	₹15,360.00		
December	₹45.00	₹405.00	₹15,405.00		
January	₹45.00	₹450.00	₹15,450.00		

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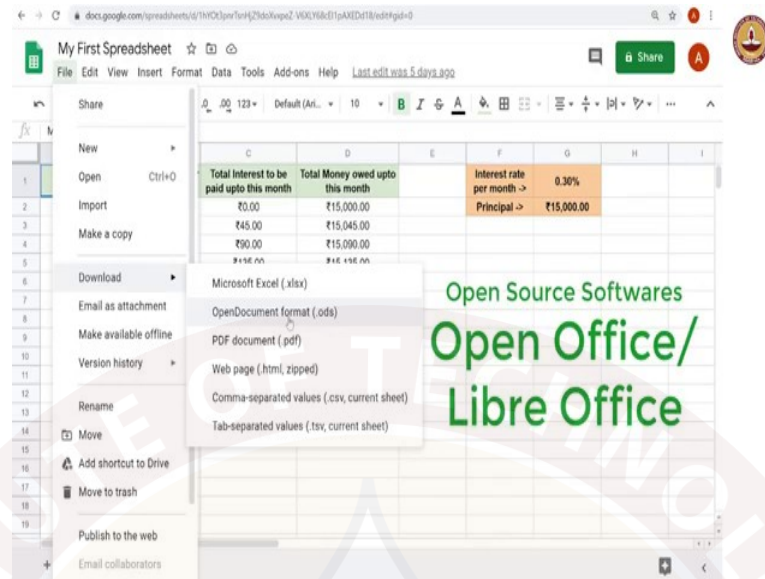
Hello, welcome back. In this tutorial video, we will see how to save our spreadsheet from Google sheets; Google sheets is on the internet. You might want to download your spreadsheet into your machine into your computer. So, how do we do that is, we go to file and then we go to download and these are the various formats.

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So, the most popular one is xlsx which is the format for a spreadsheet in Microsoft Excel which is a Microsoft product.

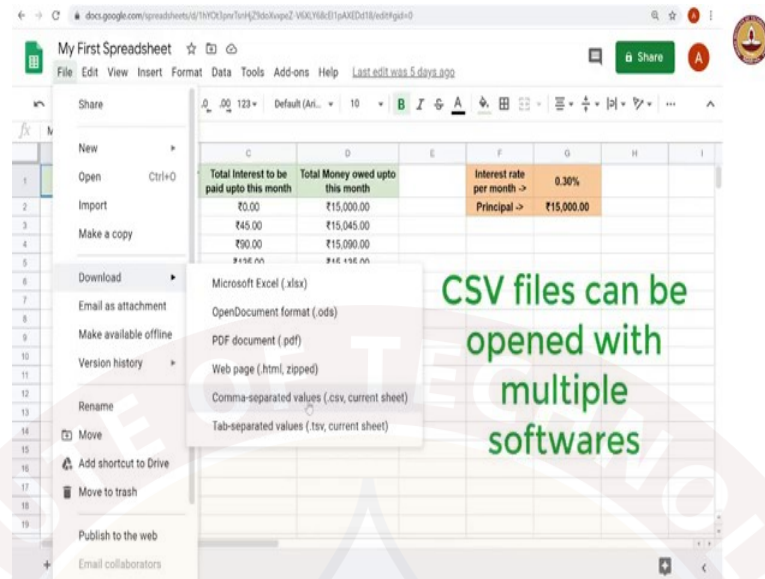
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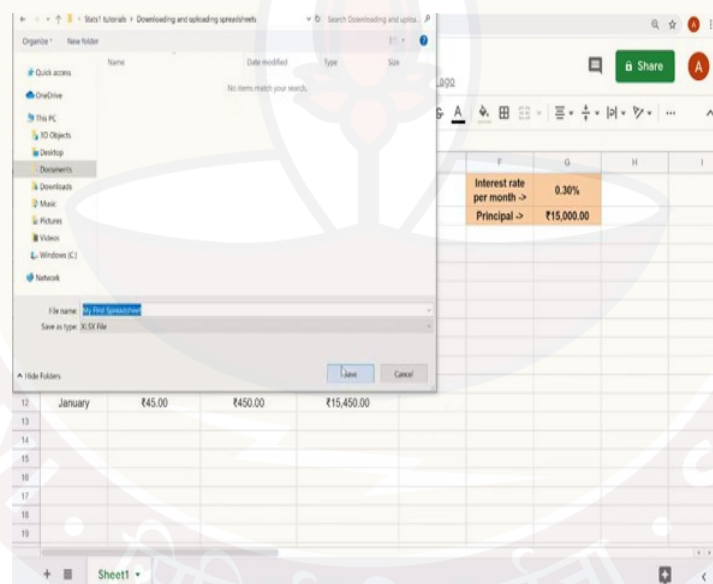
And you could also download in the .ods format which is for Open Office or you could also use it for Libre Office. These are open source spreadsheet software and pdf is the portable document format which is not a spreadsheet, it will let you see the spreadsheet, but you cannot really treat it as a spreadsheet, you cannot open it again on Google sheets or Microsoft Excel or Libre Office right.

Web page is also similar to that, it is a dot html. You could open it on your browser such as Chrome or Firefox or Internet Explorer or whatever it is and this comma separated values which is the .csv file is something that can be used across platforms. For example, .xlsx works best with Excel, .ods works best with Open Office or Libre Office and .csv will open with whether it is Google sheets or Excel or Open Office.

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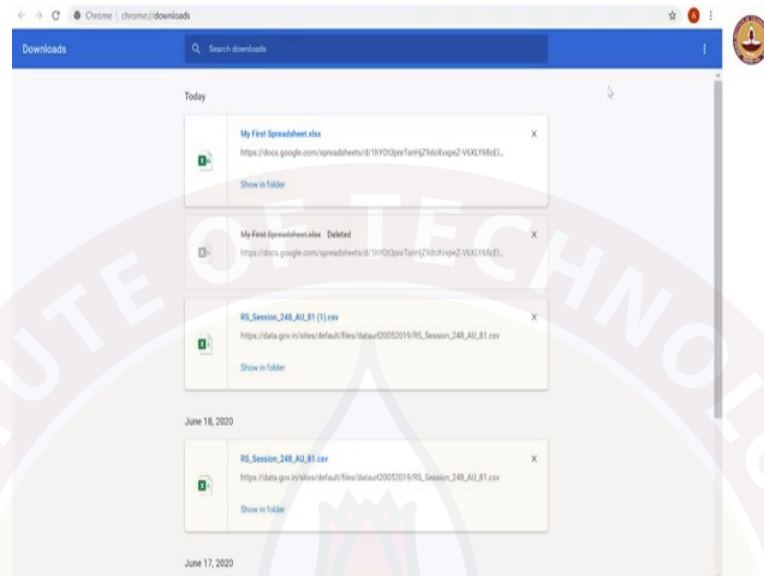
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Anyway, for our purposes, let us download it as a Microsoft Excel file which is .xlsx. So, I click on that and now we have my Downloads folder showing. I could download it here or I could go back to This PC, these are all the folders that are there in This PC. I could go to Documents which is where I would like to put my Stats1 tutorials. So, this is another folder and within this folder, I will create a new folder which happens by right click and then go to New and then Folder. This one I will call “Downloading and uploading spreadsheets”.

Once I type that press enter. Now open this folder and here I will save my spreadsheet file. Chrome is showing that it is been downloaded.

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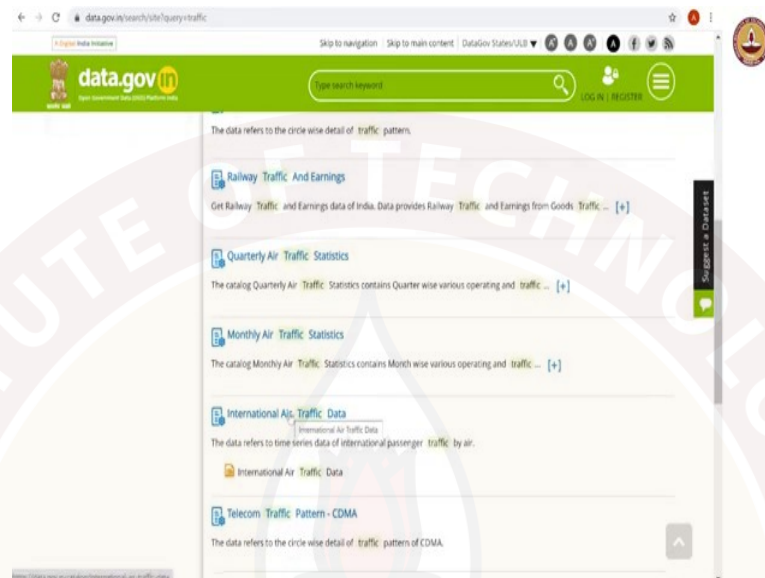
Now, how do I go there? I could go to downloads and in downloads, I can look at show in folder and here we have our Excel file. I can open this on Excel. Now let us close this and we will see what to do with downloading data sets from the internet.

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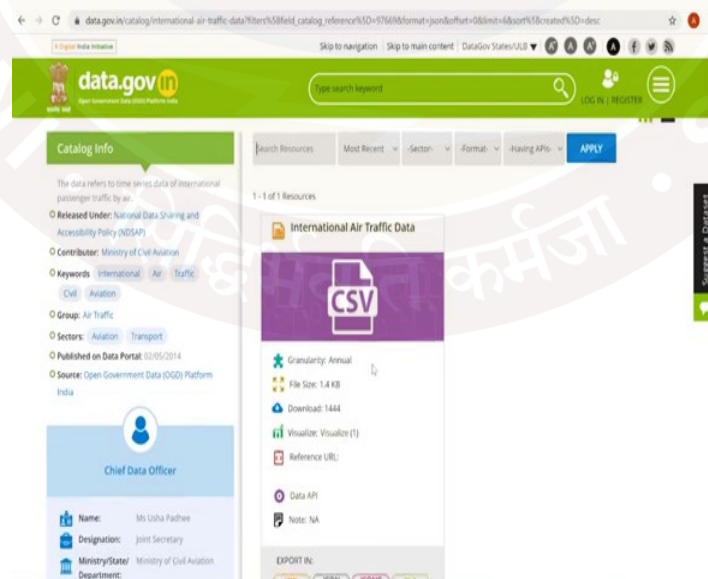
So, let us go to the internet. A good source for downloading data sets is data.gov.in which has a lot of India-related based data sets, it is the government website. So, you have all these options.

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Let us say we will look at something on traffic and now you see all these options. Let us say we look at International Air Traffic Data, I clicked on that and it is a csv file.

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The screenshot shows the data.gov website with a modal form titled "Kindly state your purpose of downloading this resource." The form has two sections: "Usage type" with radio buttons for "Commercial" and "Non-commercial", and "Purpose" with checkboxes for "Academia", "Business", "Govt Use", "R&D", "Journalistic", and "Other". Below these are input fields for "Name" and "Email", and a "SUBMIT" button. The background shows the data.gov catalog page for international air traffic data.

So, I will click on that too, it asks me these details; I will fill them up and once I have filled them up, begins to download as a csv file; save. Now I would like to open this csv file in Google sheets, the csv file I downloaded from data.gov.in.

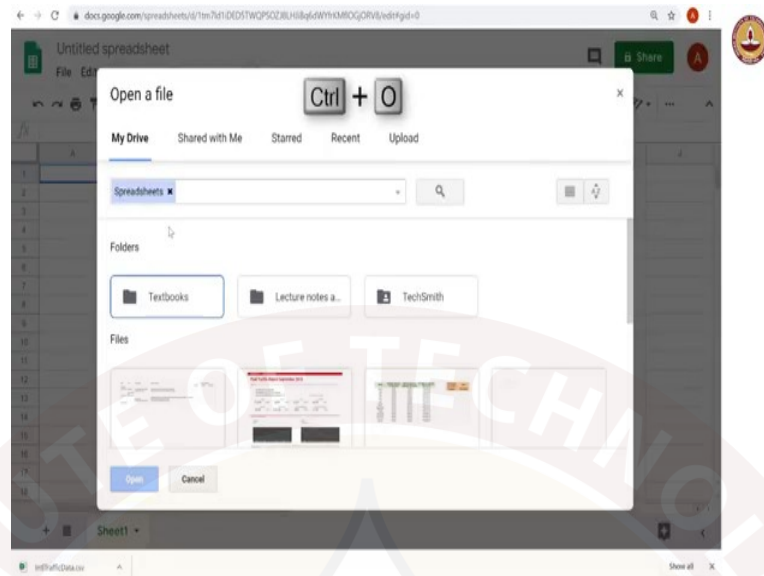
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The screenshot shows a Google Sheet titled "IntTrafficData" with a table of international air traffic data. The table has columns for Year, Operator, Pax to, Pax from, Pax total, Freight to, Freight from, and Freight total. The data is organized by year and operator type (Indian, Foreign, Total).

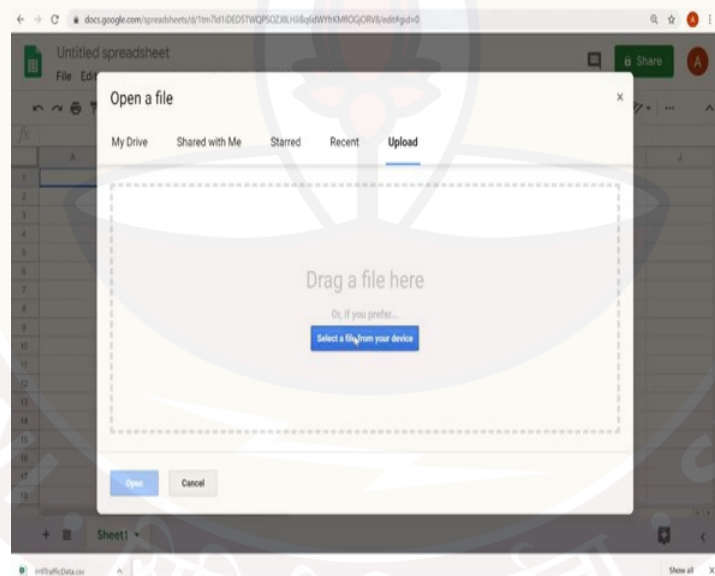
YEAR	OPERATOR	PAX TO	PAX FROM	PAX TOTAL	FREIGHT TO	FREIGHT FROM	FREIGHT TOTAL
2005-06	INDIAN	2944888	3204672	6149560	34876	63870	98746
2005-06	FOREIGN	6791643	7224041	14015684	293867	422266	716132
2005-06	TOTAL	9736531	10428713	20165244	328742	486136	814878
2006-07	INDIAN	3458135	3700628	7158763	41242	71800	113043
2006-07	FOREIGN	7825833	8387088	16212921	350086	457914	814000
2006-07	TOTAL	11283968	12087716	23371684	397328	529714	927042
2007-08	INDIAN	4210265	4470797	8681062	50445	79321	129766
2007-08	FOREIGN	8913913	9578211	18492124	416563	478695	895258
2007-08	TOTAL	13124178	14049008	27173186	467008	558016	1025024
2008-09	INDIAN	4872032	4879145	9551177	80051	94084	154135
2008-09	FOREIGN	9444813	9937913	19382726	404173	514160	918333
2008-09	TOTAL	14116845	14817058	28933903	484224	608245	1072468
2009-10	INDIAN	5501990	5557891	11059881	69968	112897	182865
2009-10	FOREIGN	10198678	10817095	21015773	494334	551869	956203
2009-10	TOTAL	15700668	16374986	32075654	474302	664766	1139068
2010-11	INDIAN	6285156	6399102	12684258	83612	126314	209926
2010-11	FOREIGN	11062871	11361592	22424463	478188	604327	1082515
2010-11	TOTAL	17348027	17760694	35108721	814253	730641	1292441
2011-12	INDIAN	6872802	7082590	13955392	73013	107692	180705
2011-12	FOREIGN	11989834	12983771	24973605	449049	589653	1079497

So, let me go back to the spreadsheet and to go to the spreadsheet, home I click on this sheets home icon there and here we are. Now, let us open a new spreadsheet, blank and here let us open our csv file. For this what we do? File and Open; control O and I would like to upload my file from the machine.

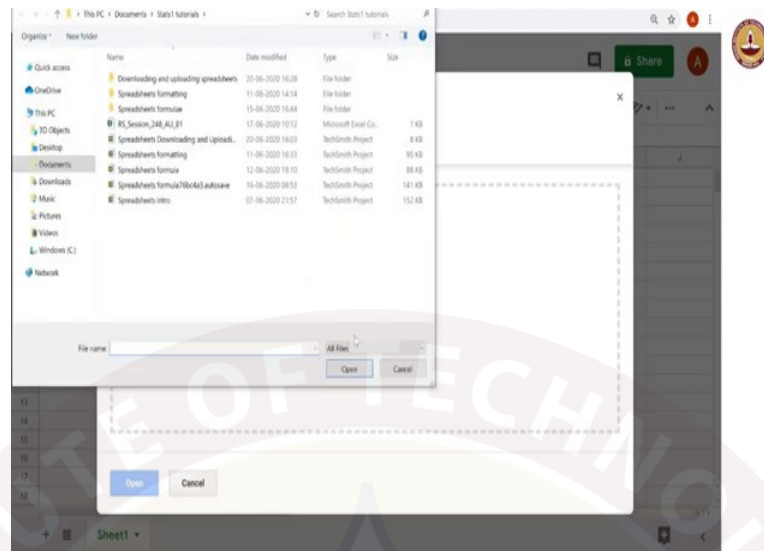
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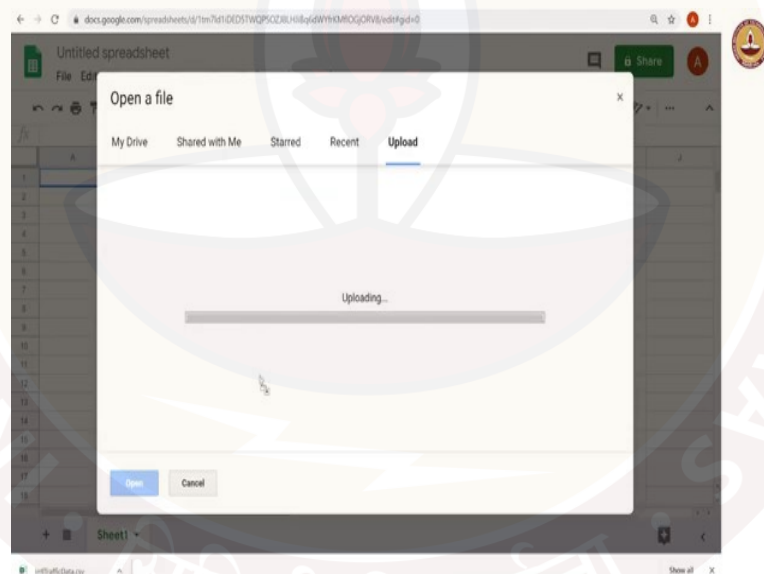
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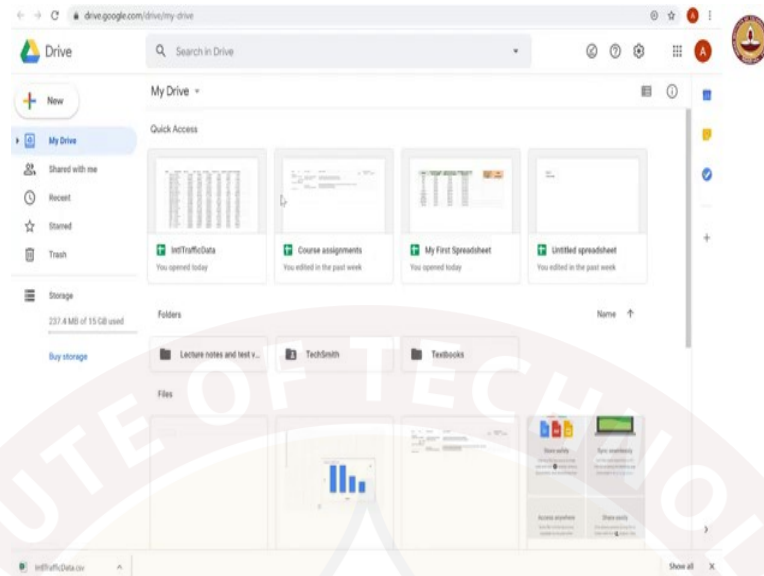


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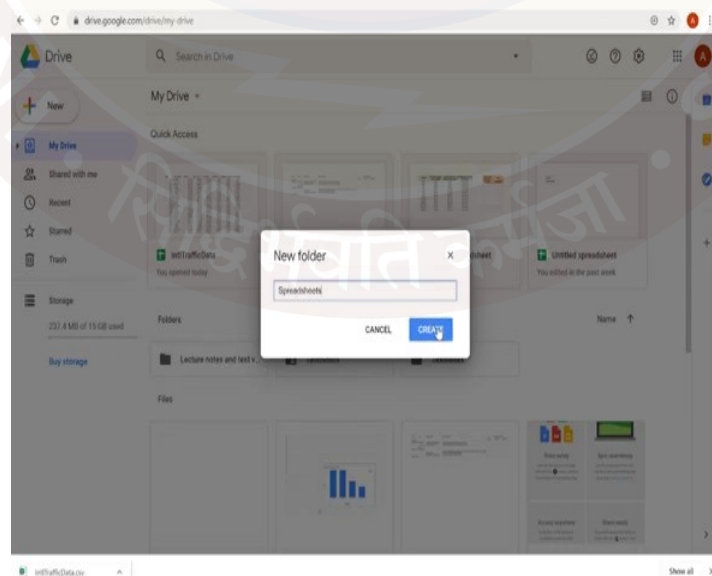
So, I will select a file from the device or I could simply just drag this, I could click hold and drag it here and it opens up and this is the data that we have downloaded from the internet. So, this way you could download and use datasets that you have gotten from the internet.

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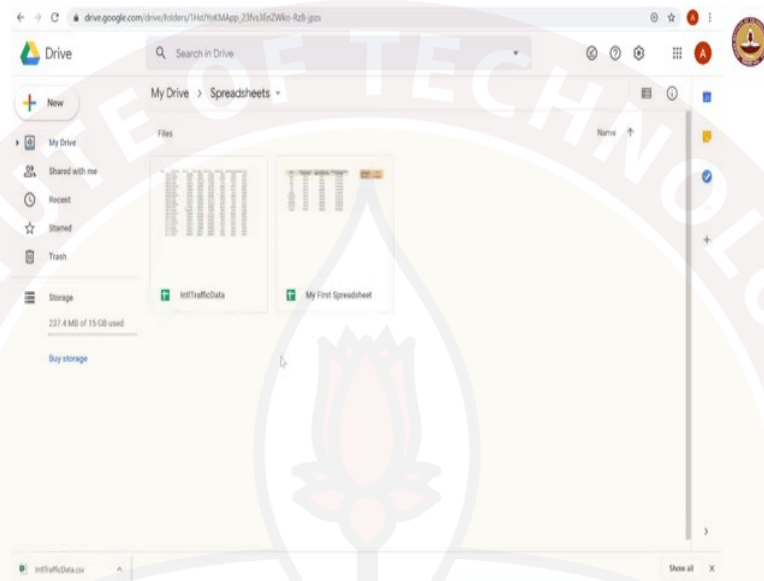
And now how do we arrange all these sheets? So, let us go back to sheets home. Now, let us go to drive - Google drive which in this option we have it here drive, drive is arranged like the folder system that we have seen on our machine. So, the folder system as you can see these are the folders here. Let us open any of those and I could go back to My Drive and here we are. If we went to this folder, again I could go back to My Drive in this way and I might want to keep all these spreadsheets in a folder.

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So, I can create a folder by right clicking adding a New folder; I will called it simply spreadsheets, I created and into this folder, I would like to add these spreadsheets. For example, this international traffic data that we just downloaded, I can click hold and drag into this folder, likewise our spreadsheet example on simple interest. I can also again hold this drag and put in the spreadsheets folder.

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So, now if I open the spreadsheets folder, I have these two spreadsheets inside it. So, this way you can organize your drive. You could just the way you can organize the folders and files in your computer and whatever you have in your Google sheets, you could directly open from there and begin to work with the data.

Thank you.