**AI PROJECT – WORK TRACKER**

16 Dec 2024

* Cleaned general data
  + Drop “Over 18” column {obsolete}
  + Used label encoder on categorical columns
  + Filled NA using median
* Cleaned employee survey
  + Filled NA using mode (satisfaction – majority wins)
* Manager survey required no cleaning

17 Dec 2024

* Cleaned and merged in-time data and out-time data
  + Converted time to minutes