**Case study**

A colleague, Lucas, has asked you to update a spreadsheet called *Reseller Details* that records details of Adventure Work’s resellers in the United States. This information in the spreadsheet was downloaded from another system. The download process created several inconsistencies or errors within the data.

These errors include unnecessary spaces, the use of the wrong case, and entries that need to be joined together or split apart.

You now need to add formulas to the worksheet to standardize the data so that it can be used for analysis.

## Overview

In the recent spreadsheet project, my focus was on enhancing the data quality through the implementation of various formulas. I successfully accomplished the following tasks:

• I meticulously removed unnecessary spaces within entries, ensuring a clean and organized dataset.

• To maintain consistency, I adeptly changed the case of entries, providing a standardized format across the spreadsheet.

• Utilizing advanced extraction techniques, I skillfully pulled out specific portions of entries and displayed them in separate columns, enhancing the clarity of information.

• Furthermore, I seamlessly combined entries from different columns, streamlining the data and facilitating a more coherent presentation.