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<b>Data Analytics Tasks</b>	<b>My Ethics on the Task</b>
Mining data from primary and secondary sources, then reorganizing said data in a format that can be easily read by either human or machine.	When mining data from secondary sources I will ensure that the data I am receiving is fair and “correct”. With secondary data the idea of incorrect or messed with data comes into question. So, I will ensure the data is as fair and “correct” as it can be. Along with reorganizing and formatting, I will ensure that I do not take out data or mess with the data to fit my desired outcome. I will keep my data as fair as it can be.
Using statistical tools to interpret data sets, paying particular attention to trends and patterns that could be valuable for diagnostic and predictive analytics efforts.	When using statistical tools I want to ensure that I look at the data in all aspects that it can be looked at. I will say that I will not use tools that could possibly skew the data a certain way. I will use all tools given to give a true analysis of the data that is given.
Demonstrating the significance of their work in the context of local, national, and global trends that impact both their organization and industry.	When looking at the trends of the data in all aspects whether it be local, nation, global, etc. I will always show the most true analysis of the trends that I can give. I ensure that I will not skew the trends to make a company look better. I will keep the analysis of the trends to the most fair showing as I possibly can.
Preparing reports for executive leadership that effectively communicate trends, patterns, and predictions using relevant data.	Sort of along with the previous task I will say that I will not skew any results in the process of completing the reports for executive leadership. I want all the analysis that I complete to be the most true that it can be. I do not want to mess with the data just to look better. I will always show the data in its most true and fair form.
Collaborating with programmers, engineers, and organizational leaders to identify opportunities for process improvements, recommend system modifications, and develop policies for data governance.	When working with others in the process of the analysis and working together to identify improvements and recommendations I will ensure to recommend the best solutions I have in response to the results that are found throughout the analysis

Creating appropriate documentation that allows stakeholders to understand the steps of the data analysis process and duplicate or replicate the analysis if necessary	The documentation that is to be filled out and got stakeholders to understand will be showing the most accurate display of the analysis as they can get. It will allow the stakeholders to know exactly what was done with no mishandling of the data that was analyzed
Analyzing data using statistical techniques and providing reports	When using different statistical techniques and providing the reports I will ensure that I will analyze all the data that is given to the best of my ability and give the most fair results within the report.
Developing and implementing databases and data collection systems	When implementing databases and data collection systems I will ensure that these systems are good with the privacy policy. I believe keeping data private is very important and need to be handled seriously. So, I will make certain that the systems I am using are confidential with private data.
Working with management to prioritize business and information needs	When working with management I will ensure to give the most accurate analysis of the data to make certain that management has all the correct business and information needs that they require to have.
Locating and defining new process improvement opportunities	When looking into the data and defining new process improvement techniques I will make certain that I give the best recommendations that I can for the results that I find within the analysis of the said data. I will also ensure that all data is free of bias.
Designing and maintaining data systems and databases; this includes fixing coding errors and other data-related problems.	When maintaining data systems and databases I want to confirm that I will allow the databases to stay as unbiased as they can and have no worry about the private data being leaked. I believe those two aspects are super important in data analysis. Keeping data private and keeping away bias from the analysis are on the top of my list for important ethics to follow.