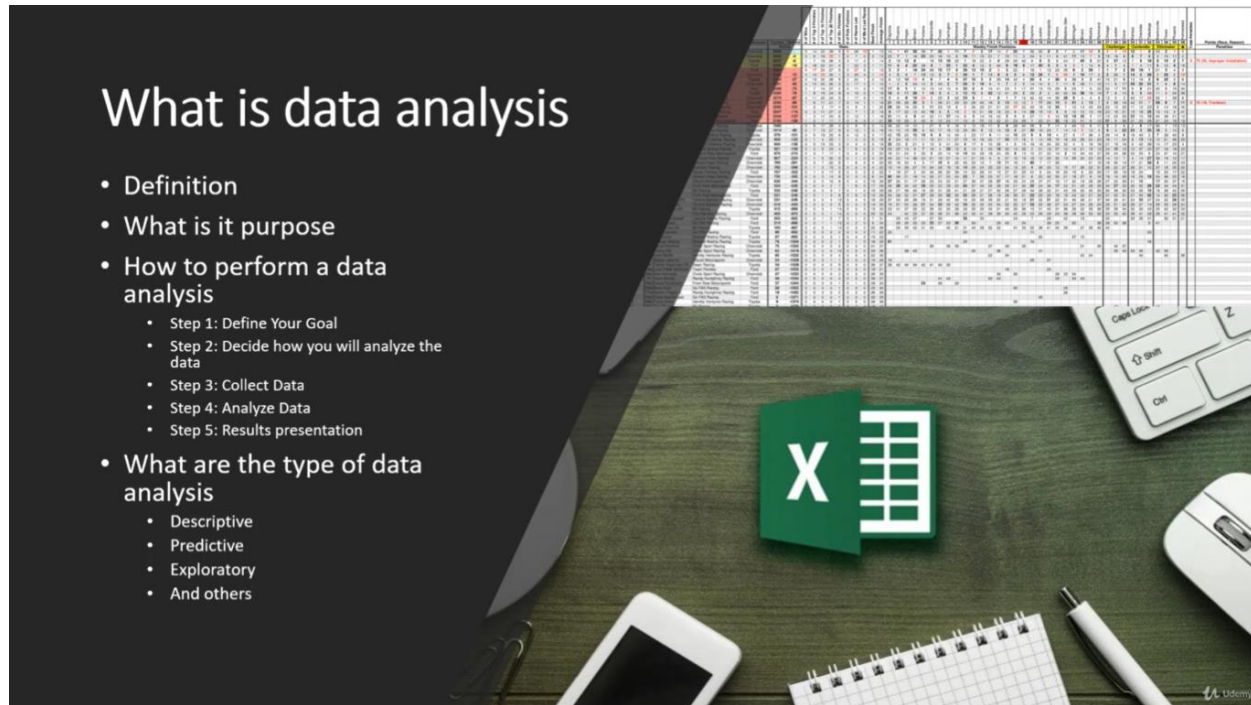


## ISE CERTIFICATION COURSE DETAILS

NAME:	Sanjana Shekhar Shetty	USN:	4AL16IS048
SEMESTER:	8	MENTOR:	Mr. Sharan Pais
COURSE NAME:	Microsoft Excel – learn MS Excel for Data Analytics	DATE:	18-05-2020

### SCREENSHOT:



### BRIEF REPORT: (POINT-WISE)

- 1). Data analysis is the process of collecting data and organizing it in a way from which we can gather useful information.
- 2). Excel is extensively used for Data Analysis tool, primarily for reasons such as Cost, Ease of Use and Learning
- 3). The steps to perform data analysis include defining the goal, deciding the way to analyze the data, collecting the data, analyzing the data and then presenting the results
- 4). The type of data analysis includes descriptive type, predictive type, exploratory type and many other types of data analysis
- 5). The analytic tools used here are the built-in pivot tables which allow the creation of flexible data aggregations and help in representing data visually through pivot charts
- 6). We can use a table to filter, sort and calculate total and see how calculations can be used to add columns to existing tables
- 7). Multiple pivot tables and pivot charts are used to create dashboards and we can filter data to achieve subsets of data