Data Analyzer Pro

Standard Operating Procedure (SOP)  
Tool: DataAnalyzer Pro  
  
1. Purpose:  
This SOP provides a standardized method for operating the DataAnalyzer Pro tool for statistical analysis and report generation.  
  
2. Scope:  
Applies to all data analysts and engineers using the DataAnalyzer Pro within the Data Science Department.  
  
3. Responsibilities:  
- Data Analysts: Execute analysis and generate reports.  
- Team Leads: Review outputs and ensure compliance with this SOP.  
  
4. Procedure:  
Step 1: Launch DataAnalyzer Pro.  
Step 2: Import dataset (.csv or .xlsx).  
Step 3: Select analysis model from the dashboard.  
Step 4: Configure model parameters.  
Step 5: Run analysis and export report.  
  
5. Safety and Compliance:  
Ensure GDPR compliance when handling personal data.  
  
6. References:  
User Manual for DataAnalyzer Pro v3.1

Data Analyzer Pro User Manual Document

User Manual  
Tool: TaskMaster Suite  
  
Overview:  
TaskMaster Suite is a productivity tool that allows users to manage projects, tasks, and teams efficiently.  
  
Installation:  
1. Download installer from official site.  
2. Run the installer and follow the on-screen instructions.  
  
Features:  
- Project Management  
- Task Scheduling  
- Team Collaboration  
- Time Tracking  
  
How to Use:  
1. Create a project from the dashboard.  
2. Add team members via email invite.  
3. Create and assign tasks with due dates.  
4. Monitor progress through Gantt charts.  
  
Support:  
Visit support.taskmaster.com or email support@taskmaster.com