

1. A junior data analyst is assigned a new project. They define the problem that they need to help solve and confirm they understand expectations. Which step of the data analysis process are they working in?
 - a. Analyze
 - b. Prepare
 - c. Ask
 - d. Share
2. What is the term for people who invest time and resources into a project and are interested in the outcome?
 - a. Data designers
 - b. Subject-matter experts
 - c. Stakeholders
 - d. Data analysts
3. Fill in the blank: In the process step, data analysts may remove _____, which are data points that lie significantly outside the overall pattern of the data and could potentially skew the information.
 - a. statistics
 - b. values
 - c. outliers
 - d. Observations
4. Which step of the data analysis process is most likely to involve creating visuals that help people understand complex facts and figures?
 - a. Prepare
 - b. Ask
 - c. Act
 - d. Share