

Cleaning Data for Data Analytics

Applying Tidy Data Principles

Why Data Cleaning Matters

- 80% of data analysis time is spent cleaning and preparing data
- Garbage in → Garbage out: insights depend on data quality
- Foundation for valid, actionable analytics

Common Problems with Raw Data

- Missing values
- Duplicates
- Inconsistent formats
- Mixed data types in one column
- Wide vs. long formats

Understanding Data Types in Spreadsheets

- Text (String): e.g., "Product Name"
- Number (Integer/Float): e.g., 42 or 3.14
- Date/Time: e.g., 6/3/2025 or 12:45 PM
- Boolean (TRUE/FALSE): e.g., "Is Active?"
- Categorical: e.g., ["Small", "Medium", "Large"]



What is Tidy Data?

- Tidy data sets are easy to manipulate, model, and visualize.
- Each variable forms a column.
- Each observation forms a row.
- Each type of observational unit forms a table.

Why Tidy Data Matters

- Simplifies data analysis workflows.
- Integrates well with statistical software.
- Promotes consistency across datasets.
- Reduces cognitive load on analysts.

Messy Data Problems

- Column headers are values, not variable names.
- Multiple variables stored in one column.
- Variables stored in both rows and columns.
- Multiple types of observational units in the same table.

Tidy Data Principles

- 1. Each variable forms one column.
- 2. Each observation forms one row.
- 3. Each type of observational unit forms one table.

The image below shows the contrast between messy and tidy data formats.

Visualizing Tidy Data Structure

messy

	id	city	hwy ÷
1	car1	19	24
2	car2	20	30
3	car3	29	35

tidy

^	id	roadtype	mpg =
1	car1	city	19
2	car2	city	20
3	car3	city	29
4	car1	hwy	24
5	car2	hwy	30
6	car3	hwy	35

Example: Untidy Data

ID | Income2023 | Income2024 A1 | 45000 | 47000 A2 | 52000 | 54000

Tidying the Example

ID | Year | Income A1 | 2023 | 45000 A1 | 2024 | 47000 A2 | 2023 | 52000 A2 | 2024 | 54000

Steps to Clean Data

- 1. Standardize Column Names
- 2. Fix Data Types
- 3. Handle Missing Values
- 4. Remove Duplicates
- 5. Split or Combine Columns
- 6. Reshape Data (wide ↔ long)

Handling Missing Data

Methods:

- Delete rows/columns (only if sparse)
- Impute (mean, median, forward fill)
- Always document your approach

Data Consistency

- Normalize values:
 - "NY" vs "New York"
 - "Yes" vs "Y" vs "TRUE"
- Use controlled vocabularies when possible

Tools for Cleaning Data

- Excel/Google Sheets
- Python (Pandas): dropna(), fillna(), melt()
- R (tidyr/dplyr)
- OpenRefine
- Power BI Power Query

Cleaning Example in Google Sheets

Demo using:

- SPLIT(), FILTER(), QUERY()
- Before/after dataset cleanup using built-in tools

Google Sheets: SPLIT() Function

- =SPLIT(text, delimiter)
- Used to break a text string into separate values based on a delimiter.
 - Example:
 - =SPLIT("John,Doe,Marketing", ",")
 - → Returns: John | Doe | Marketing

Google Sheets: FILTER() Function

- =FILTER(range, condition1, [condition2], ...)
- Returns rows in a range that meet specified conditions.
 - Example:
 - =FILTER(A2:B10, B2:B10 > 5000)
- → Returns rows where column B values are greater than 5000

Google Sheets: QUERY() Function

- =QUERY(data, query, [headers])
- Uses SQL-like syntax to analyze and manipulate datasets.
 - Example:
- =QUERY(A1:C10, "SELECT A, B WHERE C > 1000", 1)
- → Selects columns A and B where column C is greater than 1000

Summary

- Clean data enables better analysis
- Know your data types before cleaning
- Apply tidy data principles:
 - Variables = columns
 - Observations = rows
- Use tools effectively and document changes

Exploratory Data Analysis (EDA)

An Introduction for Beginners

What is Exploratory Data Analysis?

- EDA is the process of examining data sets to summarize their main characteristics.
- Often involves visual methods.
- Helps uncover patterns, spot anomalies, and test assumptions.

Why EDA is Important

- Understand the structure of your data.
- Identify missing or incorrect data.
- Choose the right tools and models.
- Develop intuition about data behavior.

Steps in EDA

- 1. Understand the context of the data.
- 2. Load and inspect the dataset.
- 3. Clean the data (remove nulls, fix formats).
- 4. Summarize statistics (mean, median, etc.).
- 5. Visualize distributions and relationships.

Common Techniques

- Descriptive statistics
- Data visualization
- Correlation analysis
- Outlier detection
- Data transformations (Tidy Data)

Descriptive Statistics

- Mean, Median, Mode
- Min and Max
- Standard Deviation

Data Visualization Tools

- Histograms: distribution of a variable
- Box plots: detect outliers
- Scatter plots: relationships between variables
- Bar charts: categorical comparisons

Example: Sales Dataset

- •Count missing values in revenue column.
- Use histogram to view revenue distribution.
- Use scatter plot to see relationship between price and quantity sold.

Tools for EDA

- Excel / Google Sheets
- Python (Pandas, Matplotlib, Seaborn)
- R (ggplot2, dplyr)
- Power BI / Tableau

Tips for Beginners

- Ask questions about the data.
- Visualize before modeling.
- Clean data early.
- Document your observations.
- Keep it simple at first.

Conclusion

- EDA is the foundation of all data analysis.
- Helps make informed decisions.
- Start small and build your skills with practice.