**User Manual:**

**Wise Data Query Manual**

**1. Introduction**

This manual guides you through the [01\_data\_exploration.sql](https://drive.google.com/file/d/1sPjUdwUObEE-sifP3LNONKkMPBkUuk6B/view?usp=sharing)  process, a crucial step in analyzing Wise's transactional and customer data within BigQuery. By following these instructions, you will be able to execute predefined queries, extract meaningful insights, and contribute to Wise's regulatory compliance and internal decision-making.

**2. Accessing BigQuery**

* Ensure you have the necessary credentials and permissions to access Wise's BigQuery environment.
* Familiarize yourself with the BigQuery interface and query editor.

**3. Locating the 'data\_query' Document**

Obtain the [*01\_data\_exploration.sql*](https://drive.google.com/file/d/1sPjUdwUObEE-sifP3LNONKkMPBkUuk6B/view?usp=sharing)document which contains a collection of SQL queries designed to explore and validate Wise's data.

**4. Executing the Queries**

1. Open a new query editor in BigQuery.
2. Copy and paste the desired query from the 'data\_query' document into the editor.
3. Carefully review the query to understand its purpose and the specific data it retrieves.
4. Modify the query if necessary, adapting it to your specific analysis needs or timeframes. For example, you might need to adjust date ranges or filter data based on specific criteria.
5. Execute the query and observe the results. BigQuery will process the query and display the output in a tabular format.

**5. Understanding the Queries**

The 'data\_query' document contains queries related to various data analysis tasks:

* Identifying duplicate transactions: These queries help detect potential duplicate entries in the transaction dataset, which could indicate errors or fraudulent activities.
* Analyzing transactions with negative amounts: These queries isolate transactions with negative values, which may require further investigation to understand their nature and implications.
* Investigating null values in customer data: These queries identify missing customer information, allowing you to assess data completeness and potential impact on analysis.
* Segmenting transactions using quintiles: These queries divide transaction data into five equal groups based on transaction value, facilitating analysis of different customer segments.
* Analyzing historical transaction trends: These queries examine transaction patterns over time, revealing trends and potential anomalies.
* Detecting anomalies and outliers: These queries aim to identify unusual or suspicious transactions that deviate significantly from the norm.

**6. Interpreting and Utilizing Results**

Analyze the query output: Carefully examine the results, identifying patterns, trends, and any unusual observations.

Document your findings: Record your observations and insights, including any relevant statistics or visualizations.

Communicate your findings: Share your analysis results with relevant stakeholders, such as compliance teams or risk managers.

Contribute to decision-making: Use the insights gained from the data analysis to inform decisions related to regulatory reporting, risk mitigation, and business strategy.

**7. Best Practices**

* Maintain data integrity: Ensure the accuracy and reliability of the data by using appropriate query techniques and validation methods.
* Document your work: Clearly document any modifications made to the original queries and the rationale behind them.
* Collaborate with others: Share your knowledge and insights with other analysts to foster a collaborative data analysis environment.
* By diligently following this manual and applying your analytical skills, you will be able to effectively utilize the 'data\_query' process to gain valuable insights from Wise's data and contribute to the company's success.