Data Cleaning Logs

- **Identified and Handled Missing Values:**
    - Filled in missing Age values (e.g., EmployeeID 10009, 10010, 10030, 10053, 10057, 10078, 10087, 10148, 10214, 10226).
    - Filled in missing Department values (e.g., EmployeeID 10003, 10008, 10022, 10061, 10066, 10108, 10127, 10137, 10183, 10211).
    - Filled in missing SleepHours values (e.g., EmployeeID 10004, 10016, 10017, 10112, 10162).
    - Filled in missing WorkHours values (e.g., EmployeeID 10033, 10034, 10038, 10053, 10086, 10121, 10137, 10157, 10232, 10243).
    - Filled in missing ProductivityScore values (e.g., EmployeeID 10008, 10019, 10024, 10041, 10055, 10071, 10085, 10108, 10139, 10144).
    - Filled in missing Gender values (e.g., EmployeeID 10021, 10029, 10060, 10076, 10083, 10117, 10133, 10149, 10173, 10221).
- **Standardized Categorical Data:**
    - Corrected case variations in the Department column (e.g., converted 'hr' to 'HR', 'It' to 'IT' for EmployeeID 10049, 10050, 10080, 10107, 10146).
    - Corrected misspellings in the Gender column (e.g., converted 'Male' to 'Male' for EmployeeID 10033, 10091, 10102, 10121, 10127, 10217, 10237, and 'Female' to 'Female' for EmployeeID 10186, 10225).
- **Addressed Inconsistent Data Entries:**
    - Standardized the case of employee names in the Name column (e.g., converted 'ana', 'elizabeth', 'seth', 'thomas', 'laura', 'william', 'tammy', 'erin', 'sharon', 'tina', 'benjamin', 'heidi' to 'Ana', 'Elizabeth', 'Seth', 'Thomas', 'Laura', 'William', 'Tammy', 'Erin', 'Sharon', 'Tina', 'Benjamin', 'Heidi').
- **Handled Data Types and Formats:**
    - Ensured the DateOfJoining column is consistently formatted as a date (DD/MM/YYYY).
    - Ensured numerical columns (Age, WorkHours, StressLevel, SleepHours, ProductivityScore, StepCount, HeartRate) are stored as appropriate numeric types.
- **Reviewed and Removed Redundant/Unnecessary Data:**
    - Reviewed and determined that the Comments column, containing miscellaneous text, would be excluded from the final "Cleaned Data" sheet to focus on quantitative and structural analysis.
- **Ensured Data Integrity:**
    - Verified that the EmployeeID is a unique identifier for each row.