Visit the following urls listed below and answer the following problems/

- https://www.youtube.com/watch?v=P_iMSYQnqac&t=7s
- https://www.youtube.com/watch?v=-LC_PKBoZfk
- https://www.geeksforgeeks.org/problems-on-min-max-normalization/

1. What is data preprocessing in data mining?
2. How to handle missing values?
3. What is outlier? what are the factors affected by outliers?
4. Normalize the following group of data

    500,1500,2000,3000,9000, 10500

    a. using min-max normalization by setting min:0 and max:1

    b. Z-score normalization