

1. For removing values first go to **Find and Select** in Home tab, Editing group.
2. In Find and Select, select **Go to Special**.
3. In Go to Special, **select Blanks, click OK**.

File Home Insert Page Layout Formulas Data Review View Help Power Pivot

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Wrap Text Merge & Center

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A	B	C	D	E	F	G	H	I	J	K	L
PassengerId	Survived	Name	Sex	Age	SibSp	Parch	Ticket	Fare	Cabin	Embarked	
892	3	Kelly, Mr.	male	34.5	0	0	330911	7.8292		Q	
893	3	Wilkes, Mr.	female	47	1	0	363272	7		S	
894	2	Myles, Mr.	male	62	0	0	240276	9.6875		Q	
895	3	Wirz, Mr.	male	27	0	0	315154	8.6625		S	
896	3	Hirvonen, Mrs.	female	22	1	1	3101298	12.2875		S	
897	3	Svensson, Mr.	male	14	0	0	7538	9.225		S	
898	3	Connolly, Mr.	female	30	0	0	330972	7.6292		Q	
899	2	Caldwell, Mr.	male	26	1	1	248738	29		S	
900	3	Abraham, Mr.	female	18	0	0	2657	7.2292		C	
901	3	Davies, Mr.	male	21	2	0	A/4 48871	24.15		S	
902	3	Ilieff, Mr.	male		0	0	349220	7.8958		S	
903	1	Jones, Mr.	male	46	0	0	694	26		S	
904	1	Snyder, Mr.	female	23	1	0	21228	82.2667	B45	S	
905	2	Howard, Mr.	male	63	1	0	24065	26		S	
906	1	Chaffee, Mr.	female	47	1	0	W.E.P. 573	61.175	E31	S	
907	2	del Carlo, Mr.	female	24	1	0	SC/PARIS 2	27.7208		C	
908	2	Keane, Mr.	male	35	0	0	233734	12.35		Q	
909	3	Assaf, Mr.	male	21	0	0	2692	7.225		C	
910	3	Ilmakanga, Mr.	female	27	1	0	STON/OZ.	7.925		S	
911	3	Assaf Khali, Mr.	female	45	0	0	2696	7.225		C	
912	1	Rothschild, Mr.	male	55	1	0	PC 17603	59.4		C	
913	3	Olsen, Mr.	male	9	0	1	C 17368	3.1708		S	
914	1	Flegenheim, Mr.	female		0	0	PC 17598	31.6833		C	
915	1	Williams, Mr.	male	21	0	1	PC 17597	61.3792		C	
916	1	Ryerson, Mr.	female	48	1	3	PC 17608	262.375	B57 B59 B61	C	

File

Home

Insert

Page Layout

Formulas

Data

Review

View

Help

Power Pivot

Paste

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General

Conditional Formatting

Format as Table

Cell Styles

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Insert

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Format

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Fill

Clear

Sort & Filter

Find & Select

Add-ins

Show ToolPak

Editing

17

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A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Passenger	Pclass	Name	Sex	Age	SubSp	Parch	Ticket	Fare	Cabin	Embarked									
892	3	Kelly, Mr. J	male	34.5	0	0	330911	7.8292		S									
893	3	Wilkes, Mr. female		47	1	0	363272	7		Q									
894	2	Myles, Mr. male		62	0	0	240276	9.6875		S									
895	3	Wirz, Mr. J	male	27	0	0	315154	8.6625		S									
896	3	Hirvonen, female		22	1	1	3101298	12.2875		S									
897	3	Svensson, male		14	0	0	7538	9.225		S									
898	3	Connolly, female		30	0	0	330972	7.6292		Q									
899	2	Caldwell, male		26	1	1	248738	29		S									
900	3	Abraham, female		18	0	0	2657	7.2292		C									
901	3	Davies, Mr. male		21	2	0	A/4 48871	24.15		S									
902	3	Ilieff, Mr. male			0	0	349220	7.8958		S									
903	1	Jones, Mr. male		46	0	0	694	26		S									
904	1	Snyder, Mr. female		23	1	0	21228	82.2667	B45	S									
905	2	Howard, male		63	1	0	24065	26		S									
906	1	Chaffee, female		47	1	0	W.E.P. 571	61.175	E31	S									
907	2	del Carlo, female		24	1	0	SC/PARIS	27.7208		C									
908	2	Kearne, Mr. male		35	0	0	233734	12.35		Q									
909	3	Assaf, Mr. male		21	0	0	2692	7.225		C									
910	3	Imakanga female		27	1	0	STON/O2	7.925		S									
911	3	Assaf Khali female		45	0	0	2696	7.225		C									
912	1	Rothschild male		55	1	0	PC 17603	59.4		Q									
913	3	Olsen, Mai male		9	0	1	C 17368	3.1708		S									
914	1	Flegenhein female			0	0	PC 17598	31.6833		S									
915	1	Williams, male		21	0	1	PC 17597	61.3792		C									
916	1	Ryerson, female		48	1	3	PC 17608	262.375	B57 B59 B	C									
917	3	Robins, Mr male		50	1	0	A/5. 3337	14.5		S									

Find...

Replace...

Go To...

Go To Special...

Formulas

Notes

Conditional Formatting

Constants

Data Validation

Select Objects

Selection Pane...

In Go to Special, select Blanks, click OK.

Passenger	Pclass	Name	Sex	Age	SibSp	Parch	Ticket	Fare	Cabin	Embarked
892	3	Kelly, Mr. J	male	34.5	0	0	330911	7.8292		Q
893	3	Wilkes, Mr	female	47	1	0	363272	7		S
894	2	Myles, Mr.	male	62	0	0	240276	9.6875		Q
895	3	Wirz, Mr. J	male	27	0	0	315154	8.6625		S
896	3	Hirvonen, I	female	22	1	1	3101298	12.2875		S
897	3	Svensson, male		14	0	0	7538	9.225		S
898	3	Connolly, I	female	30	0	0	330972	7.6292		Q
899	2	Caldwell, I	male	26	1	1	248738	29		S
900	3	Abraham, I	female	18	0	0	2657	7.2292		C
901	3	Davies, Mr	male	21	2	0	A/4 48871	24.15		S
902	3	Ilieff, Mr. I	male		0	0	349220	7.8958		S
903	1	Jones, Mr.	male	46	0	0	694	26		S
904	1	Snyder, Mr	female	23	1	0	21228	82.2667	B45	S
905	2	Howard, I	male	63	1	0	24065	26		S
906	1	Chaffee, I	female	47	1	0	W.E.P. 571	61.175	E31	S
907	2	del Carlo, I	female	24	1	0	SC/PARIS 2	27.7208		C
908	2	Keane, Mr.	male	35	0	0	233734	12.35		Q
909	3	Assaf, Mr.	male	21	0	0	2692	7.225		C
910	3	Ilmakanga	female	27	1	0	STON/O2.	7.925		S
911	3	Assaf Khali	female	45	0	0	2696	7.225		C
912	1	Rothschild	male	55	1	0	PC 17603	59.4		C
913	3	Olsen, Ma	male	9	0	1	C 17368	3.1708		S
914	1	Flegenhein	female		0	0	PC 17598	31.6833		S
915	1	Williams, I	male	21	0	1	PC 17597	61.3792		C
916	1	Ryerson, I	female	48	1	3	PC 17608	262.375	B57 B59 B1C	

Go To Special

☐ Notes
 ☐ Constants
 ☐ Formulas
 ☒ Numbers
 ☒ Text
 ☒ Logicals
 ☒ Errors
 ☒ Blanks
 ☐ Current region
 ☐ Current array
 ☐ Objects

☐ Row differences
 ☐ Column differences
 ☐ Precedents
 ☐ Dependents
 ☐ Direct only
 ☐ All levels
 ☐ Last cell
 ☐ Visible cells only
 ☐ Conditional formats
 ☐ Data validation
 ☒ All
 ☐ Same

OKCancel

After Click Ok, Right Click on Blank Cells and Click on Delete

Passenger	Pclass	Name	Sex	Age	SibSp	Parch	Ticket	Fare	Cabin	Embarked
892	3	Kelly, Mr. J	male	34.5	0	0	330911	7.8292		Q
893	3	Wilkes, Mr	female	47	1	0	363272	7		S
894	2	Myles, Mr.	male	62	0	0	240276	9.6875		Q
895	3	Wirz, Mr. J	male	27	0	0	315154	8.6625		S
896	3	Hirvonen, I	female	22	1	1	3101298	12.2875		S
897	3	Svensson, male		14	0	0	7538	9.225		S
898	3	Connolly, I	female	30	0	0	330972	7.6292		Q
899	2	Caldwell, I	male	26	1	1	248738	29		S
900	3	Abraham, I	female	18	0	0	2657	7.2292		C
901	3	Davies, Mr	male	21	2	0	A/4 48871	24.15		S
902	3	Ilieff, Mr. I	male		0	0	349220	7.8958		S
903	1	Jones, Mr.	male	46	0	0	694	26		S
904	1	Snyder, Mr	female	23	1	0	21228	82.2667	B45	S
905	2	Howard, I	male	63	1	0	24065	26		S
906	1	Chaffee, I	female	47	1	0	W.E.P. 571	61.175	E31	S
907	2	del Carlo, I	female	24	1	0	SC/PARIS 2	27.7208		C
908	2	Keane, Mr.	male	35	0	0	233734	12.35		Q
909	3	Assaf, Mr.	male	21	0	0	2692	7.225		C
910	3	Ilmakanga	female	27	1	0	STON/O2.	7.925		S
911	3	Assaf Khali	female	45	0	0	2696	7.225		C
912	1	Rothschild	male	55	1	0	PC 17603	59.4		C
913	3	Olsen, Ma	male	9	0	1	C 17368	3.1708		S
914	1	Flegenhein	female		0	0	PC 17598	31.6833		S
915	1	Williams, I	male	21	0	1	PC 17597	61.3792		C
916	1	Ryerson, I	female	48	1	3	PC 17608	262.375	B57 B59 B1C	
917	3	Robins, Mr	male	50	1	0	A/5. 3337	14.5		

Search the menus

Cut

Copy

Paste Options:

Paste Special...

Smart Lookup

Insert...

Delete...

Clear Contents

Quick Analysis

Filter

Sort

Get Data from Table/Range...

New Comment

New Note

Format Cells...

Pick From Drop-down List...

Define Name...

After Click on Delete, Select Entire Row and Click OK, After OK you can see all blank is deleted

Passenger	Pclass	Name	Sex	Age	SibSp	Parch	Ticket	Fare	Cabin	Embarked
892	3	Kelly, Mr. J	male	34.5	0	0	330911	7.8292		Q
893	3	Wilkes, Mr	female	47	1	0	363272	7		S
894	2	Myles, Mr.	male	62	0	0	240276	9.6875		Q
895	3	Wirz, Mr. J	male	27	0	0	315154	8.6625		S
896	3	Hirvonen, I	female	22	1	1	3101298	12.2875		S
897	3	Svensson, male		14	0	0	7538	9.225		S
898	3	Connolly, I	female	30	0	0	330972	7.6292		Q
899	2	Caldwell, I	male	26	1	1	248738	29		S
900	3	Abraham, I	female	18	0	0	2657	7.2292		C
901	3	Davies, Mr	male	21	2	0	A/4 48871	24.15		S
902	3	Ilieff, Mr. I	male		0	0	349220	7.8958		S
903	1	Jones, Mr.	male	46	0	0	694	26		S
904	1	Snyder, Mr	female	23	1	0	21228	82.2667	B45	S
905	2	Howard, I	male	63	1	0	24065	26		S
906	1	Chaffee, I	female	47	1	0	W.E.P. 571	61.175	E31	S
907	2	del Carlo, I	female	24	1	0	SC/PARIS 2	27.7208		C
908	2	Keane, Mr.	male	35	0	0	233734	12.35		Q
909	3	Assaf, Mr.	male	21	0	0	2692	7.225		C
910	3	Ilmakanga	female	27	1	0	STON/O2.	7.925		S
911	3	Assaf Khali	female	45	0	0	2696	7.225		C
912	1	Rothschild	male	55	1	0	PC 17603	59.4		C
913	3	Olsen, Ma	male	9	0	1	C 17368	3.1708		S
914	1	Flegenhein	female		0	0	PC 17598	31.6833		S
915	1	Williams, I	male	21	0	1	PC 17597	61.3792		C
916	1	Ryerson, I	female	48	1	3	PC 17608	262.375	B57 B59 B1C	

Delete

☐ Shift cells left
 ☐ Shift cells up
 ☒ Entire row
 ☐ Entire column

OKCancel

Passenger	Pclass	Name	Sex	Age	SibSp	Parch	Ticket	Fare	Cabin	Embarked
904	1	Snyder, Mr	female	23	1	0	21228	82.2667	B45	S
906	1	Chaffee, I	female	47	1	0	W.E.P. 571	61.175	E31	S
916	1	Ryerson, I	female	48	1	3	PC 17608	262.375	B57 B59 B1C	
918	1	Ostby, Miss	female	22	0	1	113509	61.9792	B36	C
920	1	Brady, Mr.	male	41	0	0	113094	30.5	A21	S
926	1	Mock, Mr.	male	30	1	0	13236	57.75	C78	C
936	1	Kimball, M	female	45	1	0	11753	52.5542	D19	S
938	1	Chevre, M	male	45	0	0	PC 17594	29.7	A9	C
940	1	Bucknell, I	female	60	0	0	11813	76.2917	D15	C
942	1	Smith, Mr.	male	24	1	0	13695	60	C11	S
945	1	Fortune, I	female	28	3	2	19950	263	C23 C25 C5	S
949	3	Abelseth, I	male	25	0	0	348122	7.65	F 663	S
951	1	Chaudans	female	36	0	0	PC 17608	262.375	B61	C
956	1	Ryerson, I	male	13	2	2	PC 17608	262.375	B57 B59 B1C	
960	1	Tucker, Mr	male	31	0	0	2543	28.5375	C53	C
961	1	Fortune, I	female	60	1	4	19950	263	C23 C25 C5	S
965	1	Ovies y Ro	male	28.5	0	0	PC 17562	27.7208	D63	C
966	1	Geiger, M	female	35	0	0	113503	211.5	C130	C
967	1	Keeping, I	male	32.5	0	0	113503	211.5	C132	C
969	1	Cornell, M	female	55	2	0	11770	25.7	C101	S
973	1	Straus, Mr	male	67	1	0	PC 17483	221.7792	C55 C57	S
984	1	Davidson, I	female	27	1	2	C. 12750	52	B71	S
988	1	Cavendish, I	female	76	1	0	19877	78.85	C46	S
992	1	Stengel, M	female	43	1	0	11718	55.4417	C116	C
1001	2	Swane, I	male	18.5	0	0	248734	13	F	S
1004	1	Evans, Miss	female	36	0	0	PC 17531	31.6792	A29	C

Cleaning dataset of removing Outliers

Data	Outlier	First quartile	
16		Third quartile	
100		Interquartile range (IQR)	
106			
165			
250		Upper bound	
155		Lower bound	
545			
600			
201			
85			
150			
70			

First, Go to First quartile, Go for the formula =quartile(select the data column range, minimum value)

		=quartile(C4:C15,1)	
Data	Outlier	First quartile	
16		Third quartile	
100		Interquartile range (IQR)	
106			
165			
250		Upper bound	
155		Lower bound	
545			
600			
201			
85			
150			
70			

First, Go to Third quartile, Go for the formula =quartile(select the data column range, Third quartile)

		=QUARTILE(C4:C15,3)	
Data	Outlier	First quartile	
16		Third quartile	
100		Interquartile range (IQR)	
106			
165			
250		Upper bound	
155		Lower bound	
545			
600			
201			
85			
150			
70			

For Interquartile, Go for the formula = quartile(Third quartile – First quartile)

		=H4-H3	
Data	Outlier	First quartile	
16		Third quartile	
100		Interquartile range (IQR)	
106			
165			
250		Upper bound	
155		Lower bound	
545			
600			
201			
85			
150			
70			

Data	Outlier	First quartile	
16		Third quartile	
100		Interquartile range (IQR)	
106			
165			
250		Upper bound	
155		Lower bound	
545			
600			
201			
85			
150			
70			

For Upper Bound Go to the formula Third quartile $+(1.5 * \text{Interquartile})$

UM	A	B	C	D	E	F	G	H	I	J
			Data	Outlier						
			16				First quartile	175		
			100				Third quartile	225		
			106				Interquartile range (IQR)	50		
			165							
			250				Upper bound	$=H4+(1.5*H5)$		
			155				Lower bound			
			545							
			600							
			201							
			85							
			150							
			70							

A	B	C	D	E	F	G	H	I
		Data	Outlier			First quartile	175	
		16				Third quartile	225	
		100				Interquartile range (IQR)	50	
		106						
		165						
		250				Upper bound	300	
		155				Lower bound		
		545						
		600						
		201						
		85						
		150						
		70						

For Lower Bound Go to the Formula First quartile – (1.5 Interquartile)*

[illegible][illegible]

How to find Outliers

Having 1000 in place of 1 is a false outlier

For Outliers Go to the formula if(or(16<LowerBound, 16>UpperBound)*TRUE,FALSE)

[illegible]

A	B	C	D	E	F	G	H	I	J	K
		Data	Outlier			First quartile	175			
		16	FALSE			Third quartile	225			
		100				Interquartile range (IQR)	50			
		106								
		165								
		250				Upper bound	300			
		155				Lower bound	100			
		645								
		600								
		201								
		85								
		150								
		70								

Autofill all the outliers here

A	B	C	D	E	F	G	H	I
		Data	Outlier			First quartile	175	
		16	FALSE			Third quartile	225	
		100	FALSE			Interquartile range (IQR)	50	
		106	FALSE					
		165	FALSE					
		250	FALSE			Upper bound	300	
		155	FALSE			Lower bound	100	
		545	FALSE					
		600	FALSE					
		201	FALSE					
		85	FALSE					
		150	FALSE					
		70	FALSE					

Shaikh Jasmin Kauser