

# Data Analyst Internship – Task 1

## Pizza Sales Data Cleaning and Preprocessing Report

**Organization:** DataX Labs | **Intern:** Kankanala Bharath Chary

### ***Objective:***

To clean and prepare the Pizza Sales dataset for accurate analysis by removing duplicates, handling blanks, and standardizing formats using Microsoft Excel.

### ***Dataset Information:***

Contains details like Order ID, Pizza Name, Category, Size, Quantity, Total, and Customer Name.

**Tool Used:** Microsoft Excel

### ***Data Cleaning Steps:***

1. Removed duplicate records using Excel's Remove Duplicates feature.
2. Filled blanks in Customer Name with "Unknown".
3. Converted all column names and text entries to lowercase.
4. Formatted dates to dd-mm-yyyy.
5. Verified numeric fields like Quantity and Total for correctness.

### ***Conclusion:***

The Pizza Sales dataset was successfully cleaned and standardized, ensuring reliable data for future analysis and visualization.

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