Microsoft Excel Data Analytics Project

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Project introduction;

This project focuses on cleaning and organizing a messy, real-world dataset in a Microsoft Excel. The goal is to apply various data cleaning techniques, such as removing duplicates and correcting errors to prepare the data for analysis. This report details the step-by-step process used to transform the raw data into a clean, validated, and properly structured format.

Tasks done for implementing the project are;

- Firstly, I Imported the data into a blank workbook
- Afterwards, I transformed the data using power query editor (ETL)
- Auto fit the columns and rows by Double clicking the Cursor in between each of the column and rows to be adjusted
- Using the FIND & REPLACE options by Right-clicking on a cell, I was able to remove duplicates.
- In the format option at the home tab, was able to trim down the extra spaces found in a cell.
- Then in the Table Tab, I chose a suitable table that best suit it.
- I added the total price column as a custom column in the Add column tab
- Lastly, I carefully went through the data and ensure there is no more existing error in the workbook.

This project requires me to clean a messy dataset by removing duplicates, trimming paces, and correcting errors. The project requires a report detailing the process and submitting the cleaned file.

Dataset