CYCLISTIC CASE STUDY PROCESS DOCUMENTATION

1. Make copies of each monthly spreadsheet file to avoid manipulation of the original data.
2. Freeze top row and add filters.
3. Capitalized the header row.
4. Convert data columns to appropriate datatypes.
5. Remove duplicate rows (no duplicate rows were found in this case)
6. Started looking for null/blank cells in all columns:
7. Performing trim on the ride_id column to remove any empty spaces before calculating its length.
8. Calculating the lengths of the id field to make sure it is consistent. (length = 16).
9. Calculating the distance travelled by subtracting the start time value from the end time value
10. Create a new column to find the day of the week the ride was booked
11. Created a new column to check number of days the service was used
12. Deleted the latitudes and longitudes columns as they won't be useful going forward.
13. Replacing blank cells with NULL values.