

DAT 690 Flowchart and Notes One Guidelines and Rubric

Having completed the analytic plan, it is now time to map out the initial steps needed to create a clean, well-described, analytic data set from which you will eventually build your final model.

Using PowerPoint, Visio, Word, or a similar flowcharting tool, create a visual diagram of the steps to be taken for examining the source data. Indicate the source(s) of the data, quality checks, and data cleaning to be performed. Additionally, include written notes explaining the flow chart and capturing your data approach.

If you have any questions after reading through the feedback on this assignment, reach out to your instructor. Remember that your instructor is a resource you should utilize throughout the course.

Make sure to include the following critical elements in your flowchart.

Critical Elements
Identify source for each data set
Identify any necessary steps for importing or converting data
Indicate steps for checking data quality, including missing or invalid data
Indicate steps for exploring distributions of numeric variables
Indicate steps for exploring levels of categorical variables
Indicate any steps in which alterations to the data may be performed

Rubric

Guidelines for Submission: Submit your flowchart in whichever flowcharting tool you prefer (e.g., PowerPoint, Visio, Word). Include the image of the flowchart along with the written notes as either a Microsoft Word document or a PDF.

Critical Elements	Proficient (100%)	Not Proficient (0%)	Value
Data Source Importing/Converting Data	Identifies source for each dataset	Does not identify source for each dataset	10
	Identifies any necessary steps for importing or converting data	Does not identify any necessary steps for importing or converting data	18
Checking Data Quality	Indicates steps for checking data quality, including missing or invalid data	Does not indicate steps for checking data quality, including missing or invalid data	18
Exploring Numeric Variable Distributions	Indicates steps for exploring distributions of numeric variables	Does not indicate steps for exploring distributions of numeric variables	18
Exploring Categorical Variable Levels	Indicates steps for exploring levels of categorical variables	Does not indicate steps for exploring levels of categorical variables	18

Data Alterations	Indicates any steps in which alterations to the data may be performed	Does not indicate any steps in which alterations to the data may be performed	18
	Earned Total		100%