

Reporting No: 07

Week No:7

From: 30 / 01 / 2023 To: 3 / 02 / 2023

Project ID: PRJ2022DCS096

Project Title: Data Analytics – 2023-Pr-1-Team-003

WEEKLY REPORT

Work done in last week (Attach supporting Documents):

1. Attended the weekly team meeting for the new project assigned.
2. Submitted and sought the approval of the data collection and data cleaning report of the data collected and cleaned for the new project assigned to me.
3. Communicated the project progress with the client. Also, took note of the amendments that need to be done.
4. Started the self-training for the new project. Also, briefed my manager regarding the understandings that I am gaining in the training.
5. Team meeting for the client-010
6. Started working on the dashboard building of the new project.

Reason for incomplete work:

NA

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Plans for next week:

1. Continue working on the assigned project.
2. Weekly meeting with the team and communicating with the client for weekly progress.
3. Continue the self-training
4. Team meeting for the client-010 project.
5. Team meeting to understand the client's point of view in the project and how to handle the data provided and how to maintain the log of the manipulations done and suggestions provided for it.
6. To pitch the individual project assigned to me.

References:

[Tableau A-Z Tips and Resources - SDS Club](#)

<https://public.tableau.com/app/discover>



Signature of External Guide

Signature of Internal Guide

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