

✓ **Congratulations! You passed!**

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1. Fill in the blank: A business decides what kind of data it needs, how the data will be managed, and who will be responsible for it during the _____ stage of the data life cycle.

1 / 1 point

- ☐ capture
- ☒ plan
- ☐ manage
- ☐ analyze

✓ **Correct**

A business decides what kind of data it needs, how the data will be managed, and who will be responsible for it during the plan stage of the data life cycle.

2. A data analyst is working at a small tech startup. They've just completed an analysis project, which involved private company information about a new product launch. In order to keep the information safe, the analyst uses secure data-erasure software for the digital files and a shredder for the paper files. Which stage of the data life cycle does this describe?

1 / 1 point

- ☐ Plan
- ☐ Archive
- ☐ Manage
- ☒ Destroy

✓ **Correct**

This describes the destroy phase, during which data analysts use secure data-erasure software and shred paper files to protect private information.

3. In the analyze stage of the data life cycle, what might a data analyst do? Select all that apply.

1 / 1 point

✓ Create a report from the data

✓ **Correct**

In the analyze stage of the data life cycle, a data analyst might use formulas to perform calculations, create a report from the data, or use spreadsheets to aggregate data.

✓ Use a formula to perform calculations

✓ **Correct**

In the analyze stage of the data life cycle, a data analyst might use formulas to perform calculations, create a report from the data, or use spreadsheets to aggregate data.

✓ Use spreadsheets to aggregate data

✓ **Correct**

In the analyze stage of the data life cycle, a data analyst might use formulas to perform calculations, create a report from the data, or use spreadsheets to aggregate data.

4. Fill in the blank: The data life cycle has six stages, whereas data analysis has six _____.

1 / 1 point

- ☐ key questions
- ☒ process steps
- ☐ data analytics tools
- ☐ data types

✓ **Correct**

Although both the data life cycle and the data analysis process have six elements, the life cycle involves stages and analysis involves process steps.

5. A company takes insights provided by its data analytics team, validates them, and finalizes a strategy. They then implement a plan to solve the original business problem. This describes which step of the data analysis process?

1 / 1 point

- ☐ Process
- ☐ Share
- ☐ Analyze
- ☒ Act

✓ Correct

The act phase is when insights are put into action.

6. What is the main difference between a formula and a function?

1 / 1 point

- ☐ A formula is used to add or subtract; a function is used to multiply or divide.
- ☐ A formula begins with an equal sign (=); a function begins with an asterisk (*).
- ☒ A formula is a set of instructions used to perform a specified calculation; a function is a preset command that automatically performs a specified process.
- ☐ A formula can be used multiple times in a spreadsheet; a function can only be used once.

✓ Correct

A formula is a set of instructions used to perform a specified calculation; a function is a preset command that automatically performs a specified process.

7. Fill in the blank: To request, retrieve, and update information in a database, data analysts use a ____.

1 / 1 point

- ☐ formula
- ☐ calculation
- ☐ dashboard
- ☒ query

✓ Correct

A query enables data analysts to request, retrieve, and update information from a database.

8. Fill in the blank: Structured query language (SQL) enables data analysts to ____ the information in a database. Select all that apply.

1 / 1 point

- ☐ visualize
- ☒ update

✓ Correct

A query enables data analysts to request, retrieve, and update information from a database.

- ☒ retrieve

✓ Correct

A query enables data analysts to request, retrieve, and update information from a database.

- ☒ request

✓ Correct

A query enables data analysts to request, retrieve, and update information from a database.