

GLOSSARY



Learning Data Analytics

With Robin Hunt

Use these terms and definitions below to understand concepts taught in the course.

Transcript Search: note that you can search for terms directly within the course. To search video text, switch to the *Transcripts* tab, then press Cmd/Ctrl + F on your keyboard to run a search within the active transcript.

Term	Definition
data analysis	The process of inspecting, cleaning, transforming and modeling data for business decision-making.
data analyst	A person whose job is to examine information in order to find something out or to help with making decisions.
data type	A classification that determines the possible values for the type and the way the values can be stored.
record	A set of fields in a database related to one entity.
common concatenation	Creating a single field for first and last name.
syntax	The spelling and grammar of a programming language.
join clause	Combines records from two or more tables in a relational database.
workflow diagram	Depicts a series of actions that define a job or how work should be done. A workflow diagram visualizes how tasks will flow between resources, whether they're machines or people, and what conditions allow the sequence to move forward.
data governance	Defined process an organization follows to ensure high-quality data exists throughout the complete lifecycle.
data dictionary	Maps and defines data, and oftentimes shows the relationship.