📊 **Project Storytelling: COVID-19 Data Analysis Dashboard**

◆ **1. Project Introduction (How you start)**

"Sir, this project is based on COVID-19 data analysis using Excel.
The main aim of this project is to understand how COVID cases, deaths, and recoveries changed over time and across different regions, and to present these insights using an interactive dashboard."

◆ **2. Data Understanding (What data you used)**

"First, I worked with a raw COVID dataset that contains information like date, country/region, confirmed cases, deaths, and recoveries.
This data was unstructured, so it could not be used directly for analysis."

👉 *Here you show that you understand the dataset before jumping into charts.*

◆ **3. Data Cleaning & Preparation (Very important for viva)**

"Then I performed data cleaning.
I removed blank values, corrected date formats, and ensured numeric columns like confirmed cases and deaths were properly formatted.
This step is important because incorrect data can give wrong analysis results."

👉 You can add:

"After cleaning, I converted the dataset into an Excel Table so that formulas, pivots, and dashboards update automatically."

◆ **4. Data Analysis (Logic behind analysis)**

"After preparing the data, I analyzed it using Pivot Tables.
I created pivots to find total confirmed cases, total deaths, and total recoveries by country and by date."

Explain logic:

"This helped me identify which regions were most affected and how the situation changed over time."

◆ **5. Visualization (Why charts are used)**

"To make the analysis easy to understand, I used visualizations like line charts, bar charts, and pie charts.

Line charts show the trend of COVID cases over time, bar charts compare regions, and pie charts show proportional impact."

👉 Key line:

"Visualization makes complex data easy to understand at a glance."

◆ 6. Interactive Dashboard (Highlight this strongly)

**"Finally, I created an interactive dashboard.
I added slicers for country and date so the user can filter data dynamically.
When we change a slicer, all charts and KPIs update automatically."**

Explain benefit:

"This dashboard allows decision-makers to quickly analyze COVID impact without checking raw data."

◆ 7. Key Insights (Very important question)

"From the dashboard, we can clearly see peak COVID periods, most affected regions, and the relationship between confirmed cases and deaths."

You can add:

"This kind of analysis can help governments and health authorities in planning and decision-making."

◆ 8. Conclusion (Strong ending)

**"To conclude, this project demonstrates my skills in data cleaning, pivot tables, Excel formulas, visualization, and dashboard creation.
It shows how raw data can be converted into meaningful insights using Excel."**