**DOCUMENTATION**

**Events**

* Added Subtype Social and Educational to those rows that had that information missing depending on campaign type.
* Found move in year by extracting the Date part – year. Selected only those that fell between 2010 -2014 (not including 2014 though). Saved the csv and worked on it.
* Converted date columns to Date – Start Date.
* Created a new column to find out the year after incrementing their move-in date by 3 years.
* Created a new column to find the difference between their first move in and the event data and to ensure the start date was after their move in. Result was Boolean.
* Then created a column to decide if the event date was within three years of their having moved in. Result was Boolean.
* Created a new column based on the above two results to ensure the event was after they moved in but was before their 3 years were complete.
* Aggregate campaign type.
* Aggregated sub type.
* Joined both tables together using the Yardi HOH ID.

**Leadership**

* Cleaned up all the Volunteer Jobs to remove the years.
* Converted First move in column to date.
* Extracted the year from the move in year. Saved csv and started work on that.
* Pasted transformations from events.
* Found rows only that fell between their first move in and 3 years after.
* Cleaned up Volunteer job name and created broader categories in job name broad.
* Saved CSV, and in jump aggregated leadership on job type.
* Aggregated job tier.
* Aggregated on job.
* Aggregated on job type.
* Joined job and job type.
* Joined new file to job tier.