**Report on Data Preprocessing – Netflix Movies Dataset**

**1. Introduction:**  
The Netflix Movies Dataset was collected from Kaggle. To prepare this data for analysis, essential preprocessing steps were carried out using **Microsoft Excel**. These steps help clean, standardize, and organize the dataset for better readability and compatibility with analysis tools.

**2. Tools Used:**

* **Microsoft Excel**

**3. Preprocessing Steps:**

**A. Renaming Column Headings to Lowercase:**

To standardize column headings:

1. A new row was inserted directly below the header row.
2. In the first cell under the header (e.g., B2), the formula =LOWER(A1) was entered.
3. The formula was dragged across all columns to convert each header to lowercase.
4. The new row (row 2) was copied.
5. The original header row (row 1) was selected, right-clicked, and **Paste Special → Values** was applied.
6. The extra (temporary) row was deleted.

**Result:** All column headers are now in lowercase, improving uniformity and compatibility with code-based tools (like Python or Power BI).

**B. Standardizing Language Codes:**

To replace the language code example en with English:

1. The relevant column or the entire dataset row was selected.
2. Pressed Ctrl + H to open **Find and Replace**.
3. In the "Find what" box, entered en.
4. In the "Replace with" box, entered English.
5. Clicked **Replace All**.

**Result:** Language entries previously marked as "en" were successfully standardized to "English".

**C. Deleting Null or Blank Rows:**

To remove rows with missing values:

1. The entire dataset was selected (including headers).
2. From the **Data** tab, the **Filter** feature was activated.
3. The column suspected to contain blanks was filtered.
4. In the dropdown, unchecked "Select All" and selected only **(Blanks)**.
5. The filtered (blank) rows were selected, right-clicked, and **Deleted**.
6. Filters were cleared to reveal the cleaned dataset.

**Result:** All rows with missing or blank values were removed, ensuring data integrity.

**4. Conclusion:**  
The Netflix Movies Dataset has been successfully preprocessed using Excel. Key tasks such as renaming columns, standardizing language entries, and removing blank rows were completed. The dataset is now ready for further exploratory analysis or visualization.