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1. Fill in the blank: During your project, you monitor the timelines and efficiency of your team. You collect data on how many tasks they complete, their quality of work, and the time it takes to complete the tasks. All of these are examples of using data to \_\_\_\_\_. 1 / 1 point

- ☐ reduce budget
- ☐ solve problems
- ☐ understand your users
- ☒ understand performance

☒ Correct

2. Which of the following are examples of productivity metrics? Select all that apply. 1 / 1 point

☒ Projections

☒ Correct

☒ Milestones

☒ Correct

☐ Issues

☒ Durations

☒ Correct

3. You are managing a conference and note the number of attendees increases by 200. What type of metric do you record this as? 0 / 1 point

- ☐ Projection
- ☒ Milestone
- ☐ Changelog
- ☐ Issue

☒ Incorrect  
Please review [the video on common types of project data](#).

4. What is an observable change that helps determine health of a project and identify if something isn’t quite right? 1 / 1 point

- ☒ signal
- ☐ tasks
- ☐ milestone
- ☐ Burndown chart

☒ Correct

5. Fill in the blank: \_\_\_\_\_ data are qualities or things that you can't measure with numerical data. 1 / 1 point

- ☐ Objective
- ☐ Quantitative
- ☒ Qualitative
- ☐ Client

☒ Correct

- ☒ Storytelling
- ☐ Communication
- ☐ Data analysis
- ☐ Statistics

☒ Correct

7. Fill in the blank: A \_\_\_\_\_ is a measurable value or metric that demonstrates how effective an organization is at achieving important objectives.

1 / 1 point

- ☐ task deadline
- ☐ milestone
- ☒ key performance indicator (KPI)
- ☐ statistic

☒ Correct

8. You review your presentation slides and remove any content that dilutes your message. What presentation goal are you trying to achieve?

0.75 / 1 point

- ☐ Being memorable
- ☐ Being effective
- ☐ Being flexible
- ☐ Being precise

You didn’t select all the correct answers

9. As a project manager processing data, you avoid using data that isn’t representative of the population. This tactic helps avoid which data bias?

1 / 1 point

- ☐ Confirmation bias
- ☐ Interpretation bias
- ☐ Observer bias
- ☒ Sampling bias

☒ Correct

10. As a project manager analyzing data, you create user surveys for your company to get more feedback on processes. Which data analysis best practice does this represent?

1 / 1 point

- ☐ Process
- ☐ Ask
- ☒ Prepare
- ☐ Analyze

☒ Correct

11. As a project manager, you create dashboards and consider new infographics for the project. What storytelling step are you in?

1 / 1 point

- ☐ Find the data
- ☒ Choose a visual representation
- ☐ Filter and analyze the data
- ☐ Define the audience

☒ Correct

12. How do graphs and charts help present data? Select all that apply.

1 / 1 point

- ☒ Demonstrate the relationships between data sets
- ☒ Correct
- ☐ Puzzle the audience to think more intensely and remember the data
- ☒ Compare values and demonstrate how individual parts contribute to a whole
- ☒ Correct
- ☒ Inform the audience about a new trend or valuable piece of information
- ☒ Correct