

DATA ANALYTICS ASSIGNMENT

DAY 20

1. Explain the importance of using TEXT functions for cleaning data in Excel. Provide a step-by-step guide on how to use the TRIM() function to clean data, and discuss a scenario where this function is beneficial.

2. Discuss the process of removing unwanted characters from text in Excel. Provide step-by-step instructions on using a relevant TEXT function and illustrate with an example where removing unwanted characters is essential.

3. Explain the significance of Table Style Options in Excel. Provide instructions on how to customize table styles, and discuss the impact of choosing different options on data presentation and analysis.

4. Which of the following functions is used for cleaning data by removing leading and trailing spaces?

- a) UPPER()
- b) TRIM()
- c) CLEAN()
- d) PROPER()