PROJECT 02 / REPORTING AUTOMATION

From manual to repeatable

BUSINESS QUESTION

How can recurring reports run reliably while reducing repetitive analyst work?

SAMPLE PROJECT CONCEPT

Map ingestion, cleaning, reconciliation, refresh and delivery as an auditable workflow.

ANALYTICAL APPROACH

Record source definitions, standardize transformations, add checks for missing rows and duplicate records, then validate reports against baseline outputs.

DECISION VALUE

More dependable reports and more analyst time available for interpretation.

RELEVANT TOOLS

Excel Power Query, MS Access, SQL (working knowledge), process mapping

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