

## **Reflection 3**

I decided my next fifty hours would be better familiarizing myself with Microsoft Excel, Google Sheets, and Google Refine. While I was fairly familiar with Excel, I've minimally used Refine and Sheets in professional settings. As most of the data present was on Google Sheets, I focused my efforts on learning as much detail as possible there first.

My first avenue of research was checking detailed videos on YouTube about the many features of Google Sheets. I found a full course guide by Learnit training with over three hours of content. I figured the best way to digest this information was by passively watching it while doing internship work or classwork. To my surprise, the tutorials were extremely helpful and easily digestible. Many of my past research attempts on applications of this nature either glossed over important details or ended up repeating so many details that the videos ended up dragging on and on. This video tutorial spanning three videos: a beginner tutorial, an advanced tutorial, and a tutorial focused on people coming from an Excel background allowed me to pick and choose what I was focusing on specifically for my internship. The strongest benefit of this was the formatting options and cell design. Up until this point, I was just going off the minimal sorting techniques I'd used on college assignments. The advanced tutorial is what I spent the most time learning and rewatching as I had never even known some sorting options existed and how easy they were to use. After overviewing the notes I had written across these fifty hours, I realized that I ended up spending so much time learning and toying with Google Sheets that I neglected a lot of my research on Google Refine. I decided I would return to Google Refine as my next focus.