**CASE #2**

**TeamMate Analytics Practice Exercise #2**

Review the video for TeamMate Analytics at: <https://youtu.be/RU1p7FhjNDo>. After reviewing the video, download a university allocated version of TeamMate Analytics or use a version your instructor has had installed in your school’s computer lab or on your school’s virtual server. Please work with your instructor on this. (Note: TeamMate Analytics will not work with Mac computers.)

With the push toward greater transparency in govern­ment, many cities and local governments in the United States and in the United Kingdom are posting their accounting data to websites. For example, the website for the controller of City of Los Angeles posts much of its raw financial data at https://controllerdata.lacity.org/. This includes the “Checkbook for LA” and procurement at the various department levels. For instance, one file contains all the procurement for the Los Angeles Airport (LAX) for various years. The Student TeamMate in the Classroom page includes a link to a slightly modified version of this Checkbook for LA (certain data have been removed to make the spreadsheet more manageable).

For the data set your instructor has selected, perform the following steps and answer the related questions.

1. Run the Column Statistics.
   1. How many transactions are included?
   2. How many transactions in 2015 com­pared to 2016?
   3. Why are there transactions in both years
   4. What is the range of invoice dates?
   5. What is the range of transaction dates?
2. Using the “Quick Visualizer,” construct a graph (a histogram) of the number of transactions by Fiscal Year Quarter (document your results with screen shots).
3. Using “Numeric Analysis,” determine if the data on Dollar Amount conforms to Benford’s Law. Run for the first digit and then again for the first two digits.
4. Using “Extract,” run the “duplicate” for the three data elements Dollar Amount, Invoice Number, and Vendor ID. Use the Excel sort feature on the output to determine if there are any likely duplicate payments.
5. Using ”Extract” run the “Exception Report” to determine the following:
   1. how many transactions there were for more than $500,000, and
   2. how many transactions occurred on December 24th through and including January 1st.
6. Using “Summarize” “Quick Summary,” determine:
   1. the top 10 vendors in terms of dollar amounts. (Hint: right click on a total and sort the “Quick Summary” output.), and
   2. What are the top 10 vendors in terms of number of number of transactions?

7. Using “Extract” “words and phrases,” how much did the airport spend on X (your instructor will assign) in Fiscal Year 2016?