Introduction to Data Handling

☞ The initial step of any investigation is the collection of data. It may be a collection of numbers, figures, facts, or symbols. Thus, collection of information in the form of numerical figure is called data.

There are two types of data- primary data and secondary data.

Primary Data: The data collected directly from the source is called the primary data. For Example: Height of all the students of the class by asking each of them.

Secondary Data: When the data is collected from an external source, it is called the secondary data. The data collected from magazines, internet, etc, is secondary data.

☞ To make a data meaningful, we have to arrange the data in tabular form. This meaningful data is known as **information**.