



the guide / 2025 edition

10 DATA MANIPULATION EXAMPLES SOLVED WITH AUTOMATION

INTRODUCTION

What is your business doing with all the data you're collecting? In order to deliver insights and help to achieve business goals, data requires proper storage, retrieval and transformation, or data manipulation.

Automation tools like Solvexia can help your business leverage data with little effort for maximum results.

Here's what you need to know when it comes to data manipulation and management.

10 data manipulation examples

Data manipulation is the process of organizing data so it's easier to read and use. The first step of being able to perform data manipulation is to have the right data to work with.

Consider these 10 best practices for data manipulation before we get into how Solvexia can take control of your data management processes.

Goal-first approach

If you want to know what data you need to collect, then you'll need to know the questions you wish to answer.

Data can become overwhelming quickly if there's no strategy involved from the outset of the data collection and manipulation processes.

Most businesses begin with the data they can source, rather than defining the data they need to source.

To avoid falling into analysis paralysis, consider answering the following questions:

- What are we trying to achieve with our data and reporting practices?
- How can we ensure that data is secure and of high quality?
- What data do we need to make the above a reality?

How Solvexia helps

Once you know what data you want to collect, you can utilize Solvexia's APIs to collect data from multiple sources and run analytics in real-time.

Profile data

Where will your data come from? No matter your source of data, you will want to ensure that the data you source is matching your data profile needs.

Factors to consider include:

- granularity;
- age;
- frequency;
- structure and availability of data.

Knowing your specifications for the aforementioned characteristics sets the foundation for your data quality.

How Solvexia helps

Solvexia ensures that your data is of high quality by reducing redundancies, sourcing it quickly and removing errors.



» How Solvexia helps

Data is collected by Solvexia, by connecting to platforms directly, even legacy systems so the data is always taken from source data. The process is automatic and removes the risk of human error.

Additionally, you benefit from having version control should anything need to be reversed into a past state. Data is securely stored in a centralized location, and users can be granted access controls as to how they can interact with the data.

Original sourcing

You remember the game telephone where one person whispers a statement in the ear of another and the statement makes its way around the circle? In most instances, the initial sentence that was uttered ends up being transformed and infused with different meaning by the time it makes it to the last person in the group. This is very similar to how data works.

For example, if you rely on data from a spreadsheet from your finance team, the chances are that at each step along the way of being updated, changes have occurred.

Using manual data sources opens you up to the very serious risk of error. In order to better control this process, try to:

- [Rely on an automation solution](#) instead
- If automation isn't yet available to your team, then try to use the data inputs from manual spreadsheets as opposed to the outputs
- Establish data quality expectations with data providers and communicate how upstream changes may impact reporting

Consolidation

You've heard it before: "less is more" and "quality over quantity." Both hold true to data and data storage. If you're tempted to store duplicate sources of data "just in case," don't!

Keep your data consolidated to the information you need for your business goals (refer back to point #1).

How Solvexia helps

Solvexia can handle complex matching and mapping. You can pick from over 100 data manipulation instructions in the pre-existing library, including: aggregate data or extract, text and copy. This makes it simple and efficient to match and remove unnecessary data.

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Prioritization

While you want all your data to be good all of the time, the fact of the matter is that you're bound to have some extra tidbits of information that won't serve a real purpose. Knowing this, it's best to create a ranking system and prioritize the impact of data quality issues for each source of data.

If you understand how data quality affects business impact proportionally, you can focus more on the data that is of higher importance.

Transform your data management processes with automation so that you and your team can focus on higher value tasks.

[Download data sheet](#)

Oversight and measurement

Establish a process that helps to measure data quality. You can do so by asking questions like:

- Are there duplicate records?
- Is the data in the desired format?
- Do we have enough records for our level of tolerance?
- Is the structure of fields consistent with our expectations?

» How Solvexia helps

With Solvexia, you can set alerts that will notify your team if there is an anomaly in your data. With real-time dashboards and automated reports, you have non-stop oversight of the data and metrics of any process that is run.

Furthermore, the system is designed such that a process is mapped out and can run with the push of a button. This means that even when someone on your team is out of office, the work doesn't have to stop because of this key person dependency.

The transfer of knowledge is protected and another staff member may still only be able to access what their role calls for, but they can step in to get the job done. Thus, your data is always transparent and able to be well-managed for measurement.

» How Solvexia helps

Solvexia can handle complex matching and mapping.

You can pick from over 100 data manipulation instructions in the pre-existing library, including: aggregate data or extract, text and copy.

Processes in Solvexia are agile, allowing for seamless adjustments in response to business changes.

Embrace change

Data is like a living and breathing organism – always experiencing change in real-time. There are many aspects of business that can dramatically change data sources in a moment's notice.

For example, the introduction of new systems may add new data to the mix, or broader scale changes like mergers and acquisitions can basically change the whole playing field. As such, your data collection method and manipulation practices should be malleable.

While you can't always plan for what's to come, you can prepare by following these recommendations:

- Define tolerances and determine trigger alerts for when they are reached.
- Manage expectations around the cost of changes to data collection processes.
- Brainstorm the potential aspects that will change in your reporting process if the supply of data were to shift.

[Create a risk mitigation plan.](#)

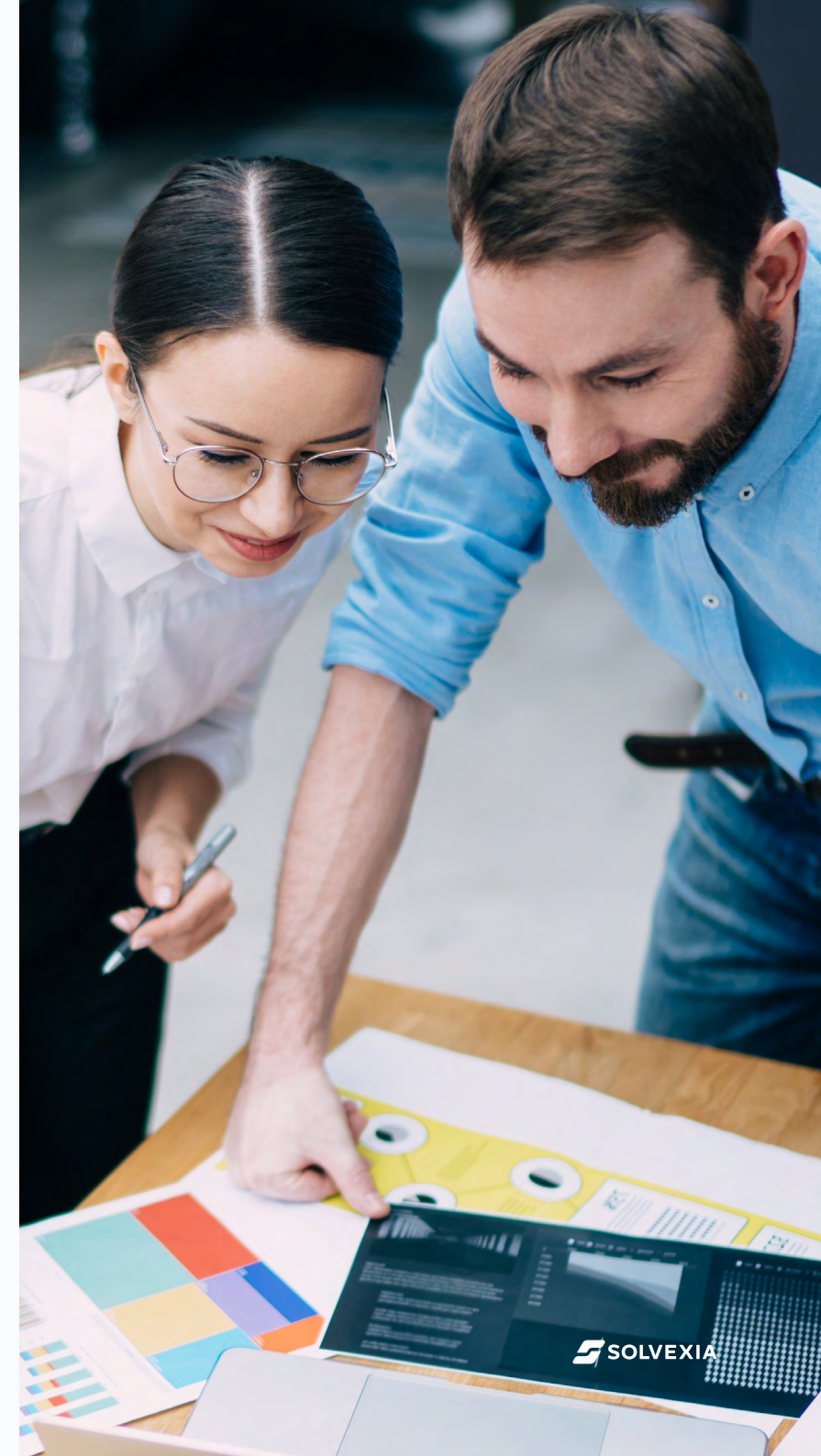
Knowledge transfer

When you have an action plan in the event of change, you will always be ready to act. In essence, if your data sources change, you should ideally be able to continue running processes and providing reporting without gaps or delays in output.

Given that human resources can also come and go, it's smart to set up a systematic approach such that there is the ability for knowledge transfer. Stakeholders and other team members should be able to access or pick up from whatever was left off before a change took place.

How Solvexia helps

Solvexia makes this easy to accomplish because all data processes are neatly stored and outlined in the system. Additionally, documentation [reduces key person dependencies](#).





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Audit ready

Given all the changes that occur to data from input to output, it's best to keep documentation of what took place. This way, management and stakeholders have necessary internal control and it's also possible to pull audit reports should they be needed.

Collaborative data is useful for businesses, but it also adds a level of risk when too many cooks are in the kitchen, so to speak.

Your team should be able to access data, but at the same time, every action an individual may take should be recorded. Also, you'll want to provide a way to protect version control.

How Solvexia helps

When you automate and run processes in Solvexia, you'll have live documentation and audit trails that provide all the information you need to review process runs.

Reporting

The reason you collect data is to make informed decisions. When you have data from various sources and need to paint a broad picture of what's happening within your business, you can utilize automation solutions to create visualizations and automate reports.

How Solvexia helps

Solvexia allows you to customize, design and schedule reports that can be sent out with real-time data analytics.

Stakeholders, executives and employees alike can pull any type of report they may need in seconds so they can move forward with knowledge and actionable insights.



WRAPPING UP

Solvexia can take your business to the next level with its data manipulation and process automation capabilities.

Rather than being overwhelmed and bogged down by data, you can utilize the software to transform data into [real-time insights](#) so that you can remain agile and act rather than respond to market changes.



Solvexia is a low-code platform that automates spreadsheet-driven data preparation and manual processes.

It enables finance to free up their time by running processes 100x faster with 98% fewer errors, allowing businesses to reallocate essential resources to value-added work.

Finance and accounting teams choose Solvexia to unify data from systems and spreadsheets and automate their processes without involvement from IT. Its drag-and-drop interface makes it fast to deploy and easy to learn.

Solvexia combines and manipulates data, performs calculations and creates interactive reports, analytics and smart dashboards for richer insights for your stakeholders.

You can leverage Solvexia to automate hundreds of processes for your company, including reconciliations, revenue and expense reporting, regulatory compliance, rebate management and much more.

100x
faster
processes

**Positive ROI
within 6–12
months**

Modern cloud architecture

Works with existing systems and
spreadsheets

**Full financial
control over
your processes**

98%
increased
data quality



Solvexia helps manage and utilize your data to enhance your business and its practices.

Get started by requesting a demo.

[Book a demo today](#)