


# Data Analysis and Data Analytics

## COURSE DETAILS DOCUMENT

### Available Formats for this Course

• **LIVE** Live - Online

 In-person

 Private Team Training

**Prerequisites:** Even though there are no prerequisites to take our Data Analysis & Analytics training program, it would be nice to have basic computing skills (MS Office like Word, Excel, and PowerPoint), decent communication skills (verbal and writing in English), and feel comfortable playing around with data.

*Data analysis is a systemic process of collecting, analyzing, transforming, cleansing, and modeling data with the goal of discovering useful information, informing conclusions, and supporting decision-making processes. In today's business world, data analysis plays a role in making decisions more scientific and helping businesses operate more effectively. During the last ten years, we have seen a tremendous explosion of data in all sectors, private as well as public. This exponential growth in data has transformed all verticals such as finance, healthcare, manufacturing, retail, telecom, energy, etc. With the advent of huge sets of data created every second, the ability to translate this huge amount of raw data into actionable insights has been a huge challenge for organizations, creating a huge demand for professionals who can turn this raw data into meaningful information that improve processes and drive company's growth.*

*Skillcubator's Data Analysis & Analytics training and placement program will empower you to gain the knowledge and skills to conduct robust data analysis and analytics. Throughout the course, students gain*

*proficiencies in numerous marketable skills and expertise, including basic and advanced Microsoft Excel, Structured Query Language (SQL), and powerful data visualization tool such as Tableau. Plus, trainees leave with an impressive professional portfolio and the confidence they need to succeed in the data-driven economy. The program is rigorous, fast-paced, and focused on the practical technical skills needed to solve real-world data problems.*

*This program is designed to give you the flexibility you need to balance your work-life schedule by providing you with the structure and support you need to be successful in achieving your career goals.*

## Is this Program Right for You?

Are you a creative, curious, and ambitious professional looking to join the data revolution? If so—or if any of the following describes your situation—enrolling in our Data Analytics training and placement program could be a smart career move:

- You want to switch to the Information Technology field, and start your career in data analysis, data analytics or business intelligence areas.
- You are currently a professional working with data but are looking to advance your career by building technical skills.
- You are a manager or professional in a business where data can be used to boost your company's bottom line.
- You have interests in visualizing data to gain better insights, determine trend or any hidden patterns, correlation across huge data sets.

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## Course Outline

### Module 1 — Introduction to Data Analysis/Data Analytics

- 1.1 Introduction
- 1.2 Data Analytics Overview
- 1.3 Dealing with Different Types of Data
- 1.4 Data Visualization for Decision-making
- 1.5 Data Analysis, Data Analytics, and Business Intelligence
- 1.6 Data Analytics in Different Sectors
- 1.7 Analytics Framework and Latest Trends

## Module 2 — Business Analytics with Excel

- 2.0 Microsoft Excel 101 (Learn all Basic Features of Microsoft Excel)
- 2.1 Formatting Conditional Formatting and Important Functions (Statistical, Financial, Logical, etc.)
- 2.2 Using VLOOKUP and HLOOKUP Functions
- 2.3 Creating Pivot Tables and Analyzing Data with Pivot Tables
- 2.4 Creating Charts (Pie, Bar, Histogram, Line, Area, Scatter, etc.)
- 2.5 How to Create and Manage a Dashboard
- 2.6 Explore Data Using Conditional Formatting for Categorization and Analysis

## Module 3 — SQL Training

- 3.1 Fundamentals in SQL Statements
- 3.2 Restore and Backup
- 3.3 Selection Commands: Filtering
- 3.4 Selection Commands: Ordering
- 3.5 Alias
- 3.6 Aggregate Commands
- 3.7 Group By Commands
- 3.8 Conditional Statement
- 3.9 Joins (Inner, Outer, Left, and Right), and Unions
- 3.10 Subqueries
- 3.11 Views and Index
- 3.12 String Functions
- 3.13 Mathematical Functions
- 3.14 Date and Time Functions
- 3.15 Pattern (String) Matching
- 3.16 User Access Control Functions

## Module 4 — Tableau

- 4.1 Getting Started with Tableau
- 4.2 Core Tableau in Topics
- 4.3 Creating Charts in Tableau
- 4.4 Working with Metadata
- 4.5 Filters in Tableau
- 4.6 Applying Analytics to the Worksheet
- 4.7 Dashboard in Tableau

- 4.8 Apply Visual Analytics Best Practices and Design Interactive Dashboards with Parameters, Advanced Filters, and Layout Containers
  - 4.9 Learn Data Narratives by Creating Stories in Tableau to Illustrate Data-driven Decisions
  - 4.10 Modifications to Data Connections
  - 4.11 Introduction to Level of Details in Tableau (LODS)
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## Features

- Training Program as per Latest Industry Demand
- IIBA Endorsed Education Provider
- Access to Learning Management System (LMS)
- Free PSM-I and PSPO-I Training Included in the Package
- 35 PDUs/CDUs
- IIBA Certified Instructors with 20+ Years of Experience
- Plenty of Case Studies, In-class Exercises, Quizzes, and Take-home Assignments
- 10+ Industry-standard Tools
- Personalized Resume, LinkedIn Profile Makeover, and Cover Letter
- Course Aligned to IIBA's BABOK 3.0 and PMI's Body of Knowledge
- Comprehensive Capstone Project
- Experiential Learning through Case Studies

## Software/Tools Used for this Training

- Microsoft Office (Word, Excel, PowerPoint)
- Microsoft Visio, Gliffy, Lucidchart
- Oracle
- Jira
- Confluence
- Tableau, Power BI

## Duration

- 6-8 Weeks (Saturday and Sunday from 10:00 AM EST to 12:00 PM EST)
- Core Training Hours: 36-48 Hours

## Fees

1500 USD + 5.3% Sales Tax