

Professional Certificate in Data Analysis Course

Course Duration : 40 Hours

Course code : PCDA-920

1. Course Overview

The Professional Certificate in Data Analysis Course is designed to help individuals develop strong analytical skills to interpret data and support business decision-making. This course provides a comprehensive understanding of data analysis techniques, tools, and methodologies used across industries.

2. What you'll learn?

- Fundamentals of data analysis
- Data cleaning and preprocessing
- Data visualization techniques
- Statistical analysis basics
- Tools like Excel, SQL, and Python
- Creating reports and dashboards

3. Target Audience

- Beginners interested in data analytics
- Business professionals and managers
- IT professionals and developers
- Students and fresh graduates
- Professionals looking to switch careers

4. Pre-Requisites

- Basic knowledge of computers
- Familiarity with Excel (recommended)
- Interest in data and analytics
- No prior coding experience required

5. Course Content (Modules)

Module 1: Introduction to Data Analysis

- Overview of data analytics
- Types of data and sources
- Role of a data analyst

Module 2: Data Cleaning & Preparation

- Data preprocessing techniques
- Handling missing data
- Data transformation

Module 3: Data Analysis & Statistics

- Basic statistical concepts
- Data exploration techniques
- Identifying trends and patterns

Module 4: Data Visualization & Tools

- Excel for data analysis
- Introduction to SQL
- Basics of Python for analytics
- Dashboard creation

Module 5: Reporting & Case Studies

- Creating business reports
- Real-world datasets
- Best practices and projects