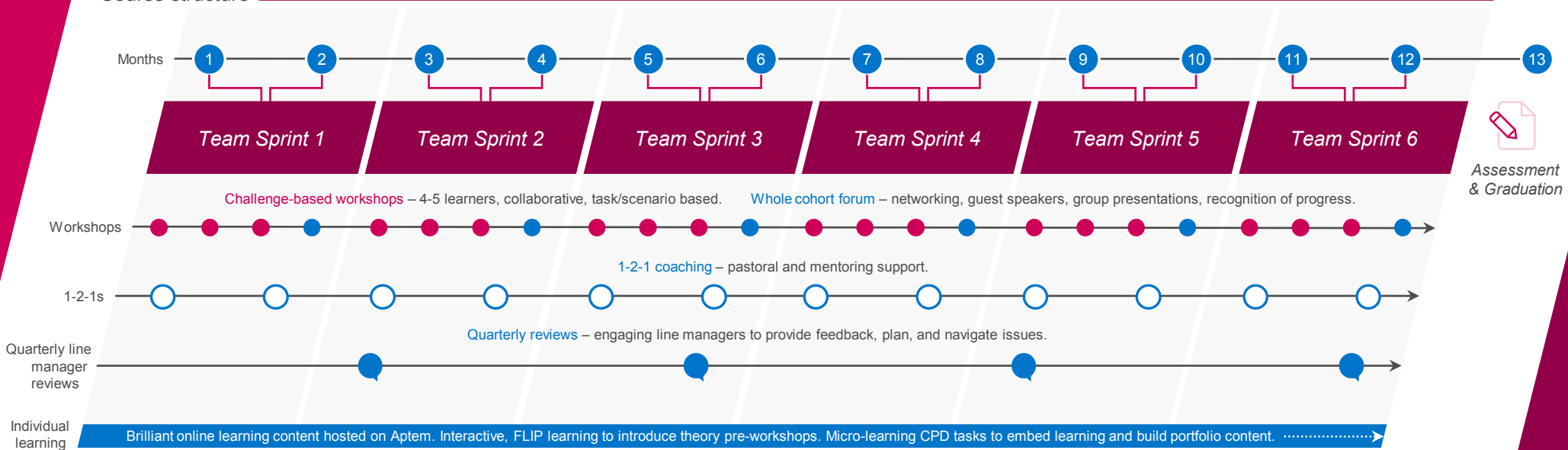


# The Corndel Futures Data Associate Diploma

Course structure



## Sprint 1: my data, my organisation

- Data in my organisation I
- Data in my organisation II
- Getting data into a usable format
- Types of data and why they are important
- Collating and filtering your data
- Understanding data architecture
- Organising and managing your data effectively

## Sprint 2: building data capabilities

- Blending data
- Summarising and explaining your data
- What are data quality issues?
- Methods to fix your data
- Maintaining data quality
- The impact of data quality issues

## Sprint 3: using data smartly

- Identifying problems with your data
- Cleaning data
- Data security in your organisation
- Auditing and checking projects
- Ethical use of data
- Understanding data regulation
- DASHBOARD PROJECT Building session

## Sprint 4: data and your team

- Why positive relationships at work matter
- Cleaning data
- How to maximise your interactions I
- Effective clear communication
- How to maximise your interactions II
- Appropriate and timely communication
- Working effectively in teams
- Building and maintaining positive relationships at work

## Sprint 5: excellence in data communication

- Types of data visualisation
- Why we visualise data
- Creating visualisations in Excel
- Creating visualisations in Power BI
- DASHBOARD PROJECT Building session

## Sprint 6: your data your future

- Identify trends and patterns
- Statistical methods
- Normalise unstructured data
- Modelling your data