MAWA EVENTS

Address: No. 857, Block A2. Leisure Commerce Square - No 9., 46150 Petaling Jaya, Selangor, Malaysia

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CERTIFICATE IN DATA ANALYSIS SKILLS

"Transform Data into Insight — Master the Art of Analytical Decision-Making."

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

Introduction

In today's data-driven business world, organizations rely on accurate data analysis to make informed and strategic decisions. The Certificate in Data Analysis Skills course provides participants with the essential tools, techniques, and frameworks needed to collect, process, and analyze data effectively. It bridges the gap between raw data and actionable insights—empowering professionals to make evidence-based decisions that drive business success.

This course introduces participants to key concepts in data interpretation, visualization, and reporting using popular analytical tools such as Microsoft Excel, Power BI, and basic statistical techniques. Through hands-on exercises and practical examples, participants learn how to turn complex datasets into meaningful patterns and insights that enhance organizational performance and competitiveness.

Objectives

By the end of this course, participants will be able to:

- Understand the fundamental principles and importance of data analysis.
- Collect, organize, and clean data for accurate analysis.
- Use Microsoft Excel and other analytical tools for data management and visualization.
- Apply statistical techniques to interpret and summarize data trends.
- Develop dashboards and visual reports using Power BI or similar platforms.
- Translate data insights into actionable business recommendations.
- Communicate analytical findings effectively to decision-makers.

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Why Attend

In a world increasingly dominated by data, the ability to analyze and interpret information is one of the most sought-after professional skills. This course helps participants move beyond intuition by mastering practical data analysis techniques that lead to smarter decisions and measurable results. Whether you are in business, finance, operations, or public administration, this training will enable you to transform data into strategic advantage.

Target Audience

This course is ideal for:

- Business and Data Analysts
- Managers and Decision-Makers
- Finance and Operations Professionals
- Marketing and Sales Analysts
- IT and MIS Officers
- University Students and Graduates seeking analytical skills
- Anyone involved in data-driven decision-making processes

Individual Benefits

- Develop essential analytical and problem-solving skills.
- Gain proficiency in Excel-based data analysis and visualization tools.
- Improve ability to interpret complex datasets and trends.
- Enhance career opportunities in data analysis and business intelligence.
- Strengthen confidence in presenting and explaining data insights.
- Build a foundation for advanced study in data science and analytics.

Organizational Benefits

- Promote data-driven decision-making across departments.
- Improve efficiency and accuracy in business reporting and forecasting.
- Empower teams with the skills to analyze performance and identify opportunities.
- Enhance competitiveness through evidence-based strategic planning.
- Reduce reliance on external consultants for data interpretation.
- Build organizational capacity for continuous improvement and innovation.

Instructional Methodology

This course employs a hands-on, practice-based approach that combines:

- Instructor-led sessions and software demonstrations
- Real-world datasets and case studies
- Guided exercises and practical assignments
- Interactive group discussions and problem-solving
- Dashboard design and visualization workshops
- Continuous feedback and assessment for skill enhancement

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Course Outline

Module 1: Introduction to Data Analysis Concepts and Importance

Module 2: Data Collection, Cleaning, and Preparation Techniques

Module 3: Microsoft Excel for Data Analysis – Formulas, Functions, and PivotTables

Module 4: Descriptive Statistics and Data Interpretation

Module 5: Data Visualization – Charts, Graphs, and Dashboards

Module 6: Introduction to Power BI and Data Reporting Tools

Module 7: Business Applications of Data Analysis

Module 8: Communicating Analytical Insights Effectively

Module 9: Capstone Project – Real-World Data Analysis Exercise

Module 10: Review and Certification Guidance

Certification

Upon successful completion, participants will receive a Certificate in Data Analysis Skills, recognizing their ability to collect, analyze, and interpret data to support effective decision-making and organizational performance.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training Interested in running this course for your team? Please contact us:	TEL: **+601116373203**	EMAIL: **info@mawaevents.net**

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