Online certificate course

Data Analyst (IHK)

Maximising the potential of data for the company

**the course
is conducted
in English**

LearningTogetherOnline

Qualification for specialists

IHK

DIHK — DIHK-Gesellschaft für berufliche Bildung – Organisation zur Förderung der IHK-Weiterbildung gGmbH

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What it's about

Data is the basis of digitalisation. In almost all sectors, there is a demand for specialists who can leverage this „capital" and utilise it in a targeted manner to make work and business processes more efficient and innovative, and to further develop value creation.

Who is it for?

The course is aimed at **specialists from all sectors** who have a basic understanding of data and data processing. **Programming knowledge is not required,** but participants should have some basic experience in handling data, e.g. in spreadsheet programs such as MS Excel. English language skills are required due to **the course is conducted in English.**

Benefits for participants and companies

Data Analysts (IHK) can ....
- analyse the **potential of using data** to optimise work and business processes in a practice-oriented way
- promote **data-supported decisions,** e.g. in production, marketing or logistics
- contribute to **increasing competitiveness**
- design and implement **company-specific data projects**
- improve their career prospects through innovation

Registration

Please register via your IHK or your IHK training center.

Technical requirements: Up-to-date operating system with soundcard/sound output and connection for headset // headphones with microphone (headset), webcam // Internet access with min. 0.6 Mbps downstream and at least 1 Mbps upstream (can be verified in the router or under Settings/Network Speed) // Up-to-date version of an HTML5 browser (e.g. Chrome, Firefox) // Included in the course: Exercises that are carried out with an analytics platform and a BI tool. A download (free of charge) is required to use both applications. A Microsoft environment is required for the BI tool. Mac users need to install a virtual environment. // **Participants can access the virtual classroom via a link.**

Privacy information: In accordance with the requirements of the applicable data protection provisions, the IHK or the IHK training center stores and processes personal data required for registration in accordance with the requirements of applicable data protection regulations. This data is disclosed to service providers of the organisation solely for the purpose of conducting online training.

Scope and contents (selection)

Online-Kick-off event, five training modules and a final test with a total of **57 training hours as live online training** and approx. 26 training hours as a module-accompanied self-study programme.

Kick-off event	Technology check, participants' expectations and introduction to the course programme
Basics of Data Analytics – ETL Process	Use tasks and function of data analytics, visual analytics tools, organise and document data processes
Visual Analysis and Reporting – BI Tools	Familiarise yourself with the tasks and functions of visual analyses and reporting, use BI tools safely, visualise content and data efficiently and comprehensibly
Advanced Data Analytics – Databases, Machine Learning, Workflow Control	Work confidently with databases, understand machine learning and its potential, develop data models for machine learning, apply methods for workflow control
Data Projects - Evaluate, Plan, Implement	Planning and communicating data projects, convey project parameters and goals transparently, agile methods for greater project efficiency
Practical Training	Apply data analytics in (your own) professional context, identify sources of information for further development and potential for improvement through data analytics and take steps to exploit this potential
IHK certificate test (online)	Short presentation of (your own) data analytics project including discussion and final talk (approx. 50 minutes in total). Small groups with several participants can be formed.

Online certificate course

- Centralised implementation with experienced online trainers
- Varied blended learning concept for optimal learning success
- Nationally recognised IHK certificate (in German and English) incl. digital IHK badge for social media profiles, email signature, etc.

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Dates

Live online training/e-learning		Starting in 2024
		18th March until 2nd July 2024, usually, unless otherwise mentioned below, 1 pm to 4 pm CET/CEST Date of completion Tue: 2nd July 2024, 9 am to 6 pm CET/CEST
Technology check		Monday: 18th March 2024, 1 pm to 2 pm CET/CEST
Kick-off event (online)	**4 training hours**	Tue: 19th March 2024
Module 1 Basics of Data Analytics – ETL Process	**12 training hours**	Tue: 26th March 2024, Tue: 2nd April 2024 and Tue: 9th April 2024
Module 2 Visual Analysis and Reporting – BI Tools	**8 training hours**	Tue: 16th April 2024 and Tue: 23rd April 2024
Module 3 Advanced Data Analytics – Databases, Machine Learning, Workflow Control	**16 training hours**	Tue: 30th April 2024, Tue: 7th May 2024, Tue: 14th May 2024 and Tue: 21st May 2024
Module 4 (Own) Data Projects – Evaluate, Plan, Implement	**12 training hours**	Tue: 4th June 2024, Tue: 11th June 2024 and Tue: 18th June 2024
Module 5 Practical Training	**4 training hours**	Tue: 25th June 2024
IHK certificate test (online)	**1 training hour each**	Tue: 2nd July 2024, 9 am to 6 pm CET/CEST
Check-out (optional)		Tue: 9th July 2024, 1 pm to 3 pm CET/CEST
Total scope of live online training		**57 training hours**
plus module-accompanying self-study programme		**approx. 26 training hours**

Please note: For participants to be able to actively participate in the course, they must install two digital (free) applications on their laptop/PC (Windows/Apple with virtual Windows environment).

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