AMDOR ANALYTICS

DATA ANALYTICS BROCHURE

Train to be a skilled Data Analyst

AMDOR ANALYTICS

PROGRAM OVERVIEW

- Saturday Live Classes for 5 months
- Weekly Drop-In Support Sessions
- Mentorship Sessions
- Linkedin and Upwork Optimization
- Post-Training Support
- Navigating the Job Market Session
- Two month internship
- CV Review

- Interview Preparation

WHY CONSIDER DATA ANALYTICS?

Data analytics gives you the ability to turn raw data into meaningful insights that drive smarter, faster decisions. In today's digital economy, organizations depend on data to understand customers, optimize operations, and stay ahead of the competition. This has made data analytics one of the most in-demand skills across industries.

Learning data analytics equips you with practical, hands-on skills to collect, analyze, and interpret data effectively. You'll learn how to uncover patterns, identify trends, and transform numbers into clear stories that support strategic decision-making.

Beyond career opportunities, data analytics empowers you to solve real-world problems with confidence and clarity. It's a future-ready skill set that keeps you relevant, adaptable, and valuable in an increasingly data-driven workplace.

REQUIREMENTS

01

Ruratio
5 Months

02

Internship
2 months

03

Skill Level
Beginner to Master

Upgrade your skills, sharpen your mindset, and your career will naturally level up

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OUR CURRICULUM

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DATA ANALYTICS

MODULE

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EXCEL ANALYSIS

Module 1

Basic Excel Fundamentals

1. Introduction to Microsoft Excel and Ribbon Interface
2. Understanding Workbooks, Worksheets, and Cells
3. Data Entry, Editing, and Formatting (Text, Numbers, Dates)
4. Using AutoFill, Flash Fill, and Basic Data Validation
5. Basic Formulas and Functions:

- SUM, AVERAGE, COUNT, MAX, MIN

1. Paste special
2. Sorting and Filtering Data
3. Charts and Graphs
4. Data Validation
5. Conditional Formatting

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EXCEL ANALYSIS

Module 2

Intermediate Excel Skills

1. Logical Functions: IF, AND, OR, NESTED IF, IFERROR
2. Cell Referencing (Relative, Absolute, and Mixed)
3. Advanced Conditional Formulas (IFS, COUNTIF, COUNTIFS, SUMPRODUCT, SUMIF, SUMIFS, AVERAGEIF, AVERAGEIFS, MAXIFS, MINIFS, IFERROR)
4. Text Functions: CONCAT, LEFT, RIGHT, MID, TRIM, LEN
5. Textsplit
6. Date & Time Functions: TODAY, NOW, DATEDIF
7. Data Cleaning Techniques (Remove Duplicates, Text-to-Columns, Find & Replace)
8. Introduction to Pivot Table
9. Lookup & Reference Functions: VLOOKUP, HLOOKUP, INDEX, MATCH, XLOOKUP
10. Tables and Structured References
11. Working with Multiple Worksheets and Linking Workbooks

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EXCEL ANALYSIS

Module 3

Advanced Excel for Data Analysis

1. Advanced Lookup and Nested Functions
2. Data Analysis Tools:
   - Pivot Tables and Pivot Charts
   - Data Consolidation and Grouping
3. Scenario Analysis: Goal Seek, What-If Analysis, Data Tables, Descriptive Analysis, Regression
4. Charts & Visualizations:
   - Combo Charts, Sparklines, Dynamic Charts
5. Introduction to Power Query (Data Transformation)
6. Introduction to Power Pivot (Data Modeling)
7. Automating Reports with Macros and VBA Fundamentals

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EXCEL ANALYSIS

Module 4

Excel Automation and Business Reporting

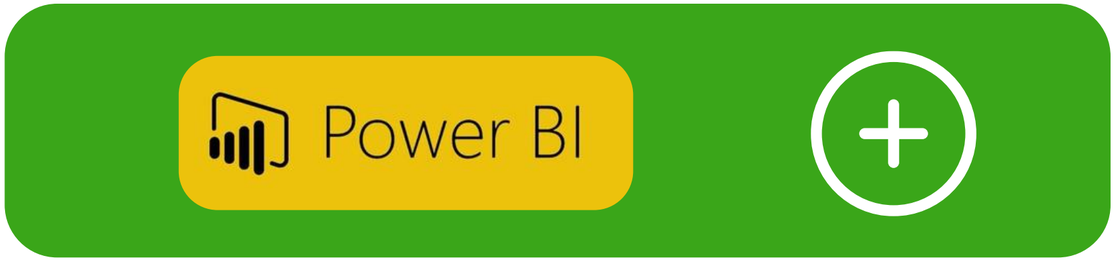
1. Advanced Power Query – Merging & Appending Data
2. Power Pivot – Creating Relationships, DAX
3. Dashboard Design Best Practices
4. Advanced Charting and Dynamic Dashboards
5. Connecting Excel to External Data Sources (CSV, SQL, Web)
6. Collaboration and Sharing (Co-authoring, Comments, Version Control)

BUILD 3 SOLID PROJECTS

Learning Outcomes

By the end of this training, learners will:

- Build, analyze, and visualize data professionally in Excel
- Automate repetitive business tasks using formulas, Power Query, and Macros
- Create interactive dashboards for decision-making
- Be ready for analytical roles using Excel as a core tool



Module 1

POWER BI

1. Introduction to Business Intelligence
- What is Business Intelligence (BI)?
- Understanding data-driven decision making
- Overview of Power BI ecosystem and components

1. Getting Started with Power BI Desktop
    - Installing Power BI Desktop
    - Power BI interface walkthrough
    - Understanding different Power BI views (Report, Data, Model)
    - Connecting to data sources (Excel, CSV, Web, SQL Server, etc.)
2. Basic Data Loading and Transformation
    - Introduction to Power Query Editor
    - Importing and transforming data
    - Removing duplicates, handling missing data, changing data types
    - Appending and merging queries
3. Creating Basic Visualizations
    - Understanding visualization types (bar, line, pie, map, cards, tables)
    - Creating your first Power BI report
    - Formatting visuals and adding titles/labels
    - Introduction to slicers and filters
4. Data Relationships
    - What are relationships in Power BI?
    - Understanding primary and foreign keys
    - Creating and managing relationships manually and automatically
5. Introduction to Power BI Terminologies
    - Datasets, dashboards, reports, tiles, and workspaces
    - Power BI Desktop vs Power BI Service

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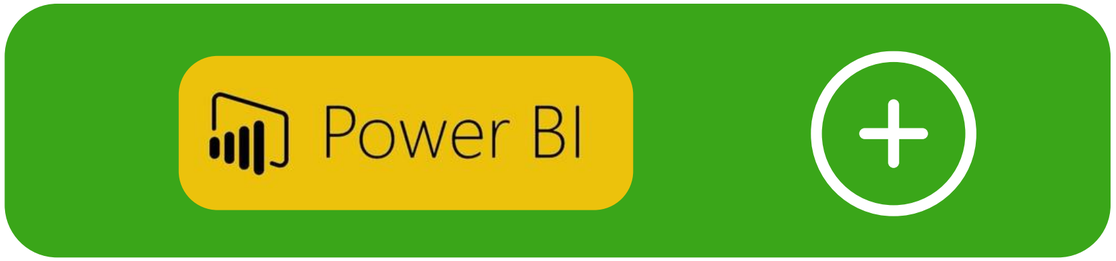

Module 2

DATA PREPARATION & MODELLING

1. **Advanced Power Query (ETL Process)**
    1. Applying transformations step-by-step
    2. Splitting and merging columns
    3. Unpivoting and pivoting data
    4. Conditional columns and custom columns
    5. Using parameters and functions in Power Query
2. **Data Modelling Best Practices**
    1. Star schema and snowflake schema explained
    2. Building efficient data models
    3. Managing data relationships and cardinality
3. **Introduction to DAX (Data Analysis Expressions)**
    1. Difference between calculated columns and measures
    2. Syntax and logic of DAX
    3. Basic functions: SUM, COUNT, DISTINCTCOUNT, AVERAGE, MIN, MAX
4. **Intermediate DAX Concepts**
    1. Logical functions: IF, SWITCH
    2. Text functions: CONCATENATE, LEFT, RIGHT, FIND
    3. Time Intelligence functions: TOTALYTD, SAMEPERIODLASTYEAR
    4. CALCULATE and FILTER functions explained

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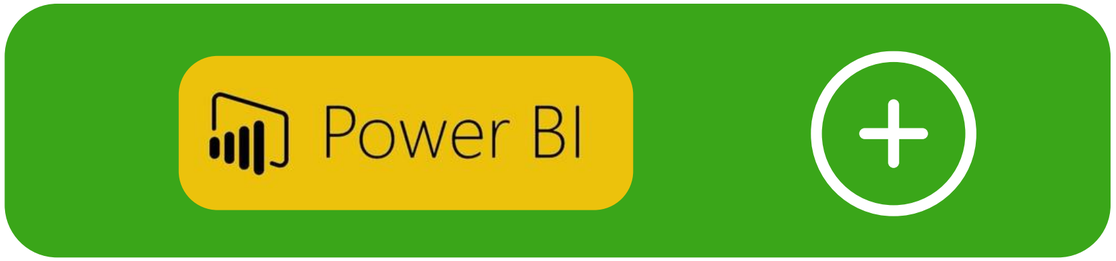

Module 3

DATA VISUALIZATION & STORYTELLING

1. **Advanced Visuals**
   - Using matrix, maps, decomposition tree, and waterfall charts
   - Custom visuals from the Power BI marketplace
   - KPI cards, gauge charts, and key influencer visuals
2. **Data Storytelling Techniques**
   - Understanding your audience
   - Designing for clarity and simplicity
   - Color theory and layout best practices
   - Using bookmarks and buttons for interactivity
3. **Dynamic Visuals and Filters**
   - Using slicers and page navigation
   - Drill-throughs and tooltips
   - Syncing slicers across pages
4. **Dashboard Design Principles**
   - Building executive dashboards
   - Real-time dashboards and KPI monitoring

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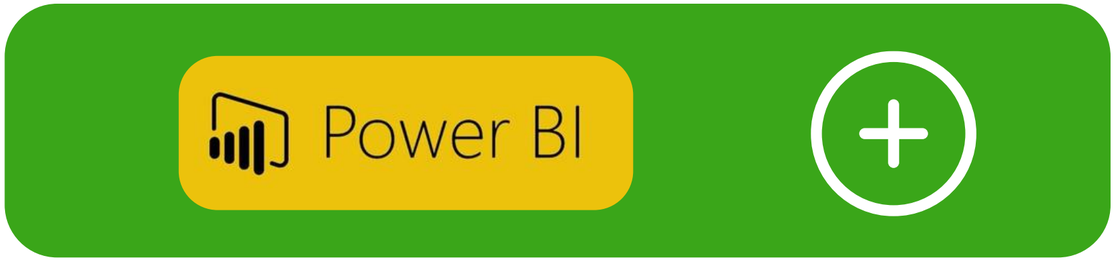

Module 4

ADVANCED ANALYTICS WITH POWER BI

1. **Advanced DAX Functions**
   - Context transition: Row vs Filter context
   - Understanding ALL, ALLEXCEPT, VALUES, and RELATED
   - Advanced CALCULATE usage
   - Ranking functions (RANKX)
   - Dynamic titles and measures
2. **Time Intelligence in Depth**
   - Year-over-year (YoY), Month-over-month (MoM), and Quarter-over-quarter (QoQ) comparisons
3. **Analytics Features**
   - Forecasting and trend lines
   - Clustering and grouping
   - What-if analysis and parameters

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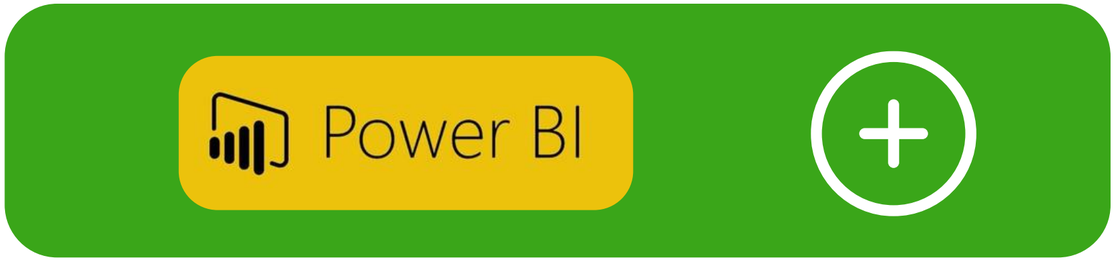

Module 5

POWER BI SERVICE, AUTOMATION & PROJECT DELIVERY

1. **Power BI Service Overview**
   - Publishing reports to Power BI Service
   - Creating dashboards from reports
   - Managing datasets and gateways
2. **Collaboration and Sharing**
   - Sharing dashboards and reports securely
   - App workspaces and Power BI apps
   - Row-level security (RLS) for user-based access
3. **Automation and Refresh**
   - Setting up data refresh schedules
   - Using Power Automate with Power BI
   - Alerts and notifications
4. **Capstone Project**
   - End-to-end business scenario: from data import to dashboard deployment
   - Presenting and storytelling with data

Module 1

INTRODUCTION TO SQL

1. **Overview of Databases**
- What is Data?
- What is a Database?
- Types of Databases (Relational vs Non-Relational)
- What SQL is used for (CRUD operations)
- SQL vs NoSQL

1. **Introduction to RDBMS**
- What is RDBMS?
- Tables, Rows, Columns, Keys
- Popular RDBMS Tools (MySQL, SQL Server, PostgreSQL, Oracle)

3. **Setting Up SQL Environment**
- Installing MySQL / SQL Server / PostgreSQL
- Using GUI Tools (MySQL Workbench, SSMS, PgAdmin)
- Connecting to a Database

Module 2

BASIC SQL OPERATIONS

1. **Basic SQL Syntax**
   - SQL Rules & Conventions
   - Case Sensitivity
   - Writing clean queries
2. **Retrieving Data**
   - SELECT
   - FROM
   - WHERE (Filtering records)
   - Basic Comparisons (=, !=, <, >, BETWEEN)
3. **Sorting and Limiting**
   - ORDER BY
   - LIMIT / TOP
4. **Basic Functions**
   - COUNT()
   - MIN(), MAX()
   - SUM(), AVG()
5. **Working With Text & Dates**
   - UPPER, LOWER, LTRIM, RTRIM, CONCAT
   - Date functions (NOW(), GETDATE(), DATEADD, DATEDIFF)

Module 3

INTERMEDIATE SQL

1. **Grouping Data**
   - GROUP BY
   - HAVING
2. **Joins**
   - INNER JOIN
   - LEFT JOIN
   - RIGHT JOIN
   - FULL JOIN
3. **Working With Multiple Tables**
   - Primary Keys & Foreign Keys
   - Referential Integrity
4. **Subqueries**
   - Subqueries in SELECT
   - Subqueries in FROM
   - Subqueries in WHERE
   - Correlated Subqueries
5. **Data Modification**
   - INSERT
   - UPDATE
   - DELETE
   - Transactions (BEGIN, COMMIT, ROLLBACK)
6. **Case Statements**
   - Using CASE WHEN for conditional logic
7. **Data Constraints**
   - NOT NULL
   - UNIQUE
   - PRIMARY KEY, FOREIGN KEY
   - CHECK
   - DEFAULT

Module 4

DATABASE PROGRAMMING

1. **Views**
   - Creating & Managing Views
   - Materialized View vs Standard View
2. **Stored Procedures**
   - Creating Stored Procedures
   - Passing Parameters
   - Output Parameters
3. **Functions**
   - Scalar Functions
   - Table-Valued Functions
4. **Triggers**
   - Insert Triggers
   - Update Triggers
   - Delete Triggers

PYTHON CURRICULUM

Module 1

Introduction to Python & Programming Basics

1. **Introduction**
   - What is Python?
   - Why Python?
   - Installing Python & Setting Up VS Code / Jupyter Notebook
   - Writing your first Python program
   - Understanding indentation
2. **Programming Fundamentals**
   - Variables
   - Data types (int, float, string, boolean)
   - Type conversion
   - Input and Output functions (input(), print())

PYTHON CURRICULUM

Module 2

Control Flow

1. **Conditional Statements**
   - if, elif, else
   - Nested conditions
   - Logical operators: and, or, not
2. **Loops**
   - for loop
   - while loop
   - break, continue, pass
3. **Basic Error Handling**
   - Syntax vs runtime errors
   - Try/except (introduction)

PYTHON CURRICULUM

Module 3

Data Structures

1. **Lists**
   - Creating lists
   - Indexing & slicing
   - List methods (append, remove, sort, etc.)
2. **Tuples**
   - Tuple basics
   - Tuple vs List
3. **Dictionaries**
   - Keys & values
   - Adding, updating, deleting items
4. **Sets**
   - Unique values
   - Set operations (union, intersection)

PYTHON CURRICULUM

Module 4

Functions & Modules

1. **Functions**
   - Defining functions
   - Parameters and return values
   - Default parameters
   - Scope of variables
2. **Modules**
   - Importing modules
   - Built-in modules (math, random)
   - Creating your own module

PYTHON CURRICULUM

Module 5

File Handling & Working With Data

1. **File I/O**
   - Reading from files
   - Writing to files
   - Working with CSV files
2. **Basic Data Handling**
   - Using Python to clean simple datasets
   - String manipulation
   - Basic list comprehensions

PYTHON CURRICULUM

Module 6

Introduction to Libraries & Mini Projects

1. **Important Python Libraries**
   - NumPy (basic arrays)
   - Pandas (Series, DataFrames, import/export data)
   - Matplotlib (basic plotting)

Industries That Employ Data Analysts

- Technology and Software Companies
- Finance and Banking
- Healthcare and Pharmaceuticals
- E-commerce and Retail
- Telecommunications
- Manufacturing and Production
- Energy and Utilities
- Government and Public Sector
- Education and EdTech
- Media & Entertainment

AMDOR ANALYTICS

WHY TRAIN WITH US?

Practical, Job Ready Training

Industry-Standard Tools & Technologies

Expert Instructors With Real Experience

Personalized Mentorship & Support

Flexible and Beginner-Friendly

Certification That Boosts Your CV

Career Guidance & Portfolio Development

Supportive Community

Proven Success Stories

Affordable Quality Training

Real world case studies

GROWTH INTERNSHIP PROGRAM

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JOIN OUR NEXT COHORT

AMDOR ANALYTICS

2026 TRAINING CALENDER

January 10 Saturday	**February** 14 Saturday	**March** 14 Saturday	**April** 11 Saturday
May 09 Saturday	**June** 13 Saturday	**July** 11 Saturday	**August** 08 Saturday
September 12 Saturday	**Octobe** 10 Saturday	**November** 14 Saturday	**December** 12 Saturday

PROGRAM FEES

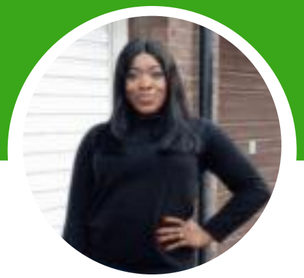
Testimonial

The following are genuine testimonials that we have received from our past students who have proven the benefits of the services we have provided to them.

Christopher Emeka

★★★★★

Learning SQL and Power BI with Amdor Analytics has been transformative. The facilitator uses examples we can relate to, and that makes the class engaging. I've gained both confidence and clarity about my tech career path. I can boldly say Amdor Analytics delivers value for every penny



Chioma Blessing

★★★★★

I was a complete beginner when I joined, but the way Amdor Analytics structures the classes made it easy to learn. The facilitator is friendly and makes complex topics simple. I also love how supportive the community is. The training has truly exceeded my expectations.

Chinedu Okolie

★★★★★

The Amdor Analytics training has been fantastic! The facilitator doesn't just teach; she ensures you understand. She explains every topic with patience and real-world examples. I'm now confident about pursuing data analytics as a full career. It's been worth every minute.

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