

BARANAGAR-RGCSM

CONT: 9830530920

COURSE: Certificate Course in DATA Analytics

(Duration 6 Months)

- **Basic Microsoft Excel**

- Spreadsheet basics
- Creating, editing, saving and printing spreadsheets
- Working with functions and formulas
- Graphically representing data: Charts & Graphs
- Analyzing data: Data Menu, Subtotal, Filtering Data
- Formatting worksheets, Securing & Protecting spreadsheets
- All tabs of Microsoft Excel 2013

- **Formulas & Functions**

- Use the Function Wizard, Common functions (AVERAGE, MIN, MAX, COUNT, COUNTA, ROUND, INT)
- Nested functions, Name cells/ranges/constants
- Relative, Absolute, Mixed cell references: ><, = operators
- Logical functions using IF, AND OR, NOT
- The LOOKUP function, Date and time functions, Annotating formulas
- Text Function, Statistical Function, Mathematical Function, Financial Function
- Details About Paste Special

- **Financial Function**

- **PMT / PPMT / IPMT / IRR / PV / FV** all others with example

- **DATA Analysis**

- Sub Total Reports, Auto Filter
- Password Protecting Worksheets Functions Protections
- Sheet Referencing
- What-if-analysis, GOAL SEEK, Consolidate
- PIVOT Tables, NESTED IF, Reporting

- Consolidation of Data
- Data Validation
- Index /Large function
- **Match/Vlookup/Hlookup Functions** Details with Assignment
- **Xlookup Function** Detail with Assignment
- **Macros**
 - Definition and use, Record a macro
 - Assign a macro, Run a macro
 - Store a macro, Introduction to VBA Programming.
 - Macro with Advance Excel
- **Develop the Worksheet**
 - Plan a worksheet, Row and Column labels
 - Split worksheet/box/bar, Copy data and formulas
 - Display/move toolbars, Enhance worksheet Appearance
 - Use Multiple windows: Copy/Paste between worksheets
 - Link Worksheets, Consolidate worksheets
 - Import and link from other Applications
 - Use Auto Format: Create, Use and Modify styles and templates
 - Print features: Create/edit an outline
 - Excel Shortcuts
- **Graphic Operations**
 - Create Charts, enhance charts, Drawing toolbar features.
- **Power Pivot with Example**
- **MIS Report with Different Charts**
- **DASHBOARD presentation with using PIVOT table and using functions & Buttons.**
- **Full Power Query for Data Modelling & Data Loading With Relation.**

• **Power-Query**



What You Will Learn:

- Power Query Split Column
 - Group Sheets
 - Pivot & Unpivot of Data
 - Append & Merge Query
 - Merge Multiple Table
 - Date & Time Add Column
 - Introduction to Power Query and Data Cleaning
 - Importing Large CSV Files and Creating Pivot Tables
 - Extracting Data from PDF, Images, and Websites
 - Appending Data from Multiple Workbooks
 - Merging Data and Learning Joins in Power Query
- Using Power Query in Power BI and Importing Multiple CSV Files

Full Course of PowerBI

- Introduction of Power BI
- Import Data into Power BI
- Data Transformation
- Modelling - Create Relationship between Tables
- Adding Visuals - Column Chart/Bar Charts/PIE chart/Line chart & illustrate all Chart

- Card and Multirow Card & Illustrator
- New Card in Power BI
- Slicer in Power BI how to use in POWERBI
- Table and Matrix Details
- DAX Formula – Sum and SumX & other Formula
- Calculate DAX Formulas with Example
- Calculated Columns vs. Measures
- Power BI Project - Create Interactive Dashboard

➤ **SQL Course Details:**

- Introduction & Installation SQL Server
- Types of SQL Commands
- Create DATABASE & TABLE in SQL
- Insert Data in TABLE in SQL
- Delete Row, Columns and TABLE
- Data Types and Constraints in SQL
- Update Data in SQL
- Update Data Using SQL Toolbar
- Query Toolbar in SQL
- Alter Column and Datatype in SQL
- Assignment with Solution
- Import CSV File into SQL Database
- Import CSV File Direct Mode
- Types of Operators in SQL
- Comparison Operators in SQL

- Logical Operators in SQL
- Between, Like, and in Operator in SQL
- Other Operators in SQL
- Set Operators in SQL
- Functions in SQL
- String Functions in SQL
- Date & Time Functions in SQL I
- Date & Time Functions in SQL II
- Conditional Functions in SQL
- Assignment on Case Functions in SQL
- COALESCE Function in SQL
- Joins in SQL
- Joins in SQL
- Joins in SQL II
- Project for Interview

➤ **C Programming**

Details of Programming In C

- Basic Introduction Flow Chart
- Algorithms
- Simple Programme
- Condition Programming
- LOOP in C Programming
- LOOP with Condition
- Nested LOOP Programming

- Array (One Dimensional)
- Array-(multi-dimensional)
- String
- Structure
- Switch-Statement
- Pointer
- Functions
- File Handling

➤ Python Courses

- About Python
- Python keyword
- Python Comment
- Data Type
- Operator Introduction
 - Arithmetic
 - Logical
 - Relational
 - Bitwise
 - Identity & Others
- Python Module
- Range
- Tuple
- String

- Set
- Dict
- Practical Programming
- Transfer Statement in Python
- Type Conversion
- Practical Condition
- For Loop in Python
- Loop with Else
- Do-While Loop
- Ternary Operator
- Number System
- Module more in Python
- Input Function
- Print more Command
- Function in Python
- Python Array
- Class in Python
- Multiple Class in Python
- Single inheritance
- Multiple Inheritance
- Multilevel Inheritance
- Project with Notes