

Data Analytics Certification (Self-Paced)

Gain comprehensive, hands-on training in the core tools of modern data analytics. This program covers Excel, SQL, Tableau, and Power BI, equipping you with the practical skills for the official exams.

Group classes in Live Online and onsite training is available for this course. For more information, email onsite@graduateschool.edu or visit: <https://www.graduateschool.edu/certificates/data-analytics-certification-self-paced>



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Course Outline

This package includes these courses

- Excel Bootcamp (Self-Paced) (18 Hours)
- SQL Bootcamp (Self-Paced) (18 Hours)
- Tableau Bootcamp (Self-Paced) (12 Hours)
- Power BI Bootcamp (Self-Paced) (12 Hours)

Excel Bootcamp (Self-Paced)

- Master calculations, basic functions, charts, formatting, printing
- Learn functions such as VLOOKUP and SUMIFS
- Summarize data with Pivot Tables
- Sort and filter databases
- Work with text: split and join text, dropdown lists
- Advanced database functions such as INDEX and MATCH
- Create basic macros
- Use What-If Analysis for Goal Seek and Data Tables

SQL Bootcamp (Self-Paced)

Learn how to extract, filter, and manipulate data using SQL. This course covers PostgreSQL fundamentals, database querying, table joins, and advanced techniques for handling large datasets.

- Write SQL queries to retrieve, filter, and sort data efficiently.
- Use joins to combine information from multiple tables and establish relationships.
- Apply aggregate functions like SUM, COUNT, AVG, and GROUP BY to summarize data.
- Work with subqueries, conditional logic (CASE statements), and advanced string functions.

- Optimize queries using indexes, data type conversions, and best practices.
- Explore views and user-defined functions to streamline database management.

Tableau Bootcamp (Self-Paced)

Develop the skills to turn raw data into compelling visual stories with Tableau, the industry-leading data visualization platform. This hands-on bootcamp teaches you to explore, analyze, and publish dashboards that communicate insights clearly and effectively.

- Connect to datasets in various formats, then clean, filter, and structure the data for effective visual storytelling
- Create a range of visualizations, including bar charts, line charts, treemaps, heat maps, and dual-axis charts
- Use Tableau's calculation tools to create custom fields, apply aggregates, and deepen your data analysis
- Format charts using labels, tooltips, color, and axis adjustments to improve clarity and impact
- Work with geographic data to create interactive map visualizations such as choropleths and proportional symbol maps
- Customize dashboards and stories for various audiences and screen sizes using Tableau's interactivity tools
- Integrate external mapping services and explore advanced visualization types like spider maps and alluvial diagrams
- Publish your work to Tableau Online and export dashboards for professional sharing and team collaboration

Power BI Bootcamp (Self-Paced)

- Import and clean data from multiple sources, including Excel, CSV, and online databases, using Power Query
- Build interactive visualizations like charts, maps, cards, and slicers to analyze trends and patterns
- Use DAX (Data Analysis Expressions) to create measures, calculated columns, and custom aggregations
- Design professional reports with titles, logos, and advanced formatting options
- Manage relationships between tables to produce dynamic, filterable reports
- Share and collaborate on reports via Power BI Service, including exporting, commenting, and app integration
- Create dashboards and understand their differences from reports for business presentations
- Schedule data refreshes and manage reusable datasets to keep reports current and scalable