Basic Data Analytics taught with a simple but powerful graphical user interface ("GUI") drag-and-drop tool targeted at business analysts requiring more sophisticated capabilities than what a spreadsheet can offer.

Understanding and using data is increasingly an important part of an executive function. Whether you are a business analyst, customer service officer, physiotherapist, procurement officer or HR executive – the ability to understand where potential data is coming from, and to properly collect it, clean it and then analyze the data will be an important and critical skill.

The programme focuses on these core skills and provides you the knowledge to participate in the organisation’s data analytics process without any coding requirements.

**DATE**

- 21 March 2018 (full)
- 18 May 2018
- 02 July 2018
- 03 September 2018
- 16 November 2018

**DURATION**

1 Day; 9.00am to 5.30pm

**VENUE**

National University of Singapore

**PROGRAMME OUTLINE**

- Painting the big picture - Big data and data analytics
- Overview of machine learning, data science and AI
- The data analytics stack
- Discussion of analytics use cases
- Introduction to artificial intelligence and deep learning
- Hands-on: Introduction to the Orange data analytics toolkit
- Hands-on: The data analytics process
- Common data analytics challenges faced

**WHO SHOULD ATTEND**

- Executives, Managers, Business Analysts, Corporate Services Officers

**PRE-REQUISITES**

Experienced with using Excel in manipulating data, charting and basic analysis. No programming experience required.
**FEES & FUNDING**

<table>
<thead>
<tr>
<th>International Participants</th>
<th>Singapore Citizens¹</th>
<th>Singapore PRs</th>
<th>Enhanced Training Support for SMEs⁴</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>21 to 39 years old</td>
<td>≥ 21 years old</td>
<td></td>
</tr>
<tr>
<td></td>
<td>40 years or older²</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Programme Fee</td>
<td>S$750.00</td>
<td>S$750.00</td>
<td>S$750.00</td>
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<tr>
<td>Less: SSG Grant Amount</td>
<td>(S$525.00)</td>
<td></td>
<td>(S$525.00)</td>
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<tr>
<td>Nett Programme Fee</td>
<td>S$225.00</td>
<td>S$225.00</td>
<td>S$225.00</td>
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<tr>
<td>7% GST on Nett Programme Fee</td>
<td>S$240.75</td>
<td>S$240.75</td>
<td>S$240.75</td>
</tr>
</tbody>
</table>

**Total Nett Programme Fee Payable, Including GST**

|                            | S$802.50            | S$802.50      | S$802.50                           |
| Less Additional Funding if Eligible Under Various Schemes | (S$150.00) | (S$187.50) | (S$237.50) |

**Total Nett Programme Fee Payable, Including GST, after additional funding from the various funding schemes**

|                            | S$802.50            | S$802.50      | S$802.50                           |

¹ All self-sponsored Singaporeans aged 25 and above can use their $500 SkillsFuture Credit to pay for the programme. Visit the SkillsFuture Credit website (www.skillsfuture.sg/credit) to select the programme.

² Mid-Career Enhanced Subsidy - Singaporeans aged 40 and above may enjoy subsidies up to 90% of the programme fee.

³ Workfare Training Support (WTS) - Singaporeans aged 35 and above (13 years and above for persons With disabilities) and earn not more than $2,000 per month, may enjoy subsidies up to 95% of the programme fee.

⁴ Enhanced Training Support for SMEs (ETSS) - SME-sponsored employees (Singaporean Citizens and PRs) may enjoy subsidies up to 90% of the programme fee. For more information, visit www.ssg.gov.sg/programmes-and-initiatives/training/enhanced-training-support-for-smes.html.

⁵ Eligible organisations (excluding government entities) may apply for the absentee payroll funding via SkillsConnect at www.skillconnect.gov.sg for Singaporean/permanent resident participants attending the programme during working hours. The absentee payroll funding is computed at 80% of hourly basic salary capped at $4.50 per hour or $7.50 per hour for SME or 95% of hourly basic salary for WTS. For more information, visit https://www.skillconnect.gov.sg/sop/portal/e-Services/For%20Employers/AbsenteePayroll.jsp.