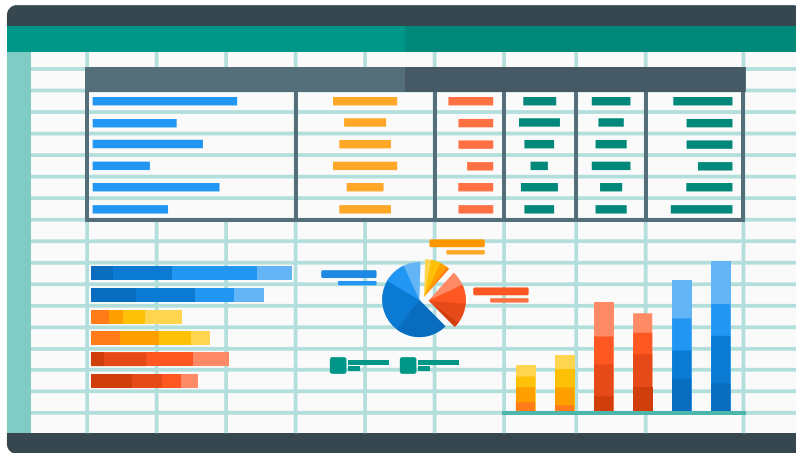
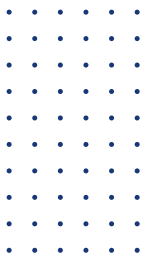


Certificate In Data Management with Advanced Excel

Course Details



Are you ready to transform data into actionable insights? Our comprehensive data management course equips you with the essential skills to navigate the world of data, from entry-level tasks to advanced analytics.

The comprehensive data management course provides a solid foundation in data fundamentals, practical skills, and advanced topics like big data and analytics. You'll learn essential data entry techniques, database management, and how to use Microsoft Office tools for effective data handling. Whether you're aspiring to a career in data or looking to enhance your business skills, this course equips you with the knowledge and tools to succeed in the data-driven world.



Fees ₹ 6000
(can be paid in 4 Installments)



Certificate In Data Management with Advanced Excel

Syllabus & Skills covered (120 hours)

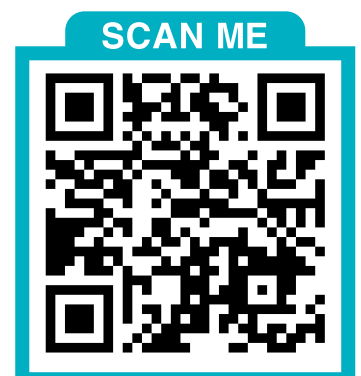


- It covers the core concepts like what data is, its uses, data management processes, and the importance for businesses.
- It details the role of data entry, required skills, and even how to improve them.
- This section dives into databases, storage mediums, best practices for organizing data, and metadata.
- It explores the world of big data, its definition, and data analytics.
- This section uses social media marketing as an example to explain data collection techniques.
- It covers different stages of data management like data collection and cleaning techniques.
- A dedicated section on using MS Excel, Word, and PowerPoint for data management tasks.

Career Opportunities



- **Data Analyst Assistant**
- **Database Administrator**
- **Data Analyst**
- **Data Entry Operator**
- **Data Visualization Assistant**
- **Administrative Assistant**



Find your nearest center