



*Training Course:  
Mastering Business Data Collection, Analysis,  
and Presentation*

*25 - 29 November 2024  
Kuala Lumpur (Malaysia)  
Royale Chulan Kuala Lumpur*

## Training Course: Mastering Business Data Collection, Analysis, and Presentation

Training Course code: SC235328 From: 25 - 29 November 2024 Venue: Kuala Lumpur (Malaysia) - Royale Chulan Kuala Lumpur Training Course Fees: 5775 € Euro

### Introduction:

This training program is designed to equip participants with the essential skills and knowledge required to effectively collect, analyze, and present business data. In today's data-driven business environment, the ability to gather, interpret, and communicate data insights is crucial for making informed decisions and driving organizational success.

### Objectives:

- Understand the importance of data in decision-making processes.
- Learn techniques for collecting and organizing business data effectively.
- Develop skills in analyzing and interpreting data to extract actionable insights.
- Gain proficiency in presenting data findings clearly and persuasively to stakeholders.
- Apply data visualization principles to enhance the impact of presentations.

### Target Audience:

This training program is suitable for professionals across various industries who work with data or are involved in decision-making processes. It is particularly beneficial for:

- Business analysts
- Data analysts
- Managers and team leaders
- Marketing and sales professionals
- Operations and project managers
- Anyone interested in enhancing their data literacy skills

### Outlines:

Day 1:

Introduction to Business Data Analysis

- Understanding the role of data in business decision-making
- Types of data: qualitative vs. quantitative, primary vs. secondary
- Introduction to data collection methods and sources
- Data management and organization best practices

Day 2:

#### Data Analysis Techniques

- Exploratory data analysis EDA techniques
- Descriptive statistics: measures of central tendency, dispersion, and distribution
- Inferential statistics: hypothesis testing, confidence intervals
- Introduction to data modeling and predictive analytics

Day 3:

#### Data Visualization and Presentation

- Principles of effective data visualization
- Tools and techniques for creating compelling visualizations
- Designing dashboards for data monitoring and reporting
- Storytelling with data: structuring presentations for maximum impact

Day 4:

#### Advanced Data Analysis

- Advanced statistical analysis techniques e.g., regression analysis, time series analysis
- Introduction to machine learning concepts and algorithms
- Data mining and pattern recognition
- Ethical considerations in data analysis and interpretation

Day 5:

#### Hands-on Workshop and Case Studies

- Practical exercises using real-world datasets
- Case studies and group discussions on data analysis challenges and solutions
- Presentation of individual or group projects showcasing data analysis skills
- Review and feedback session

## Registration form on the Training Course: Mastering Business Data Collection, Analysis, and Presentation

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
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### Easy Ways To Register

Telephone:  
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place.

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registration  
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