

**The Imperial College
and Corndel Data-Driven
Professional Programme**

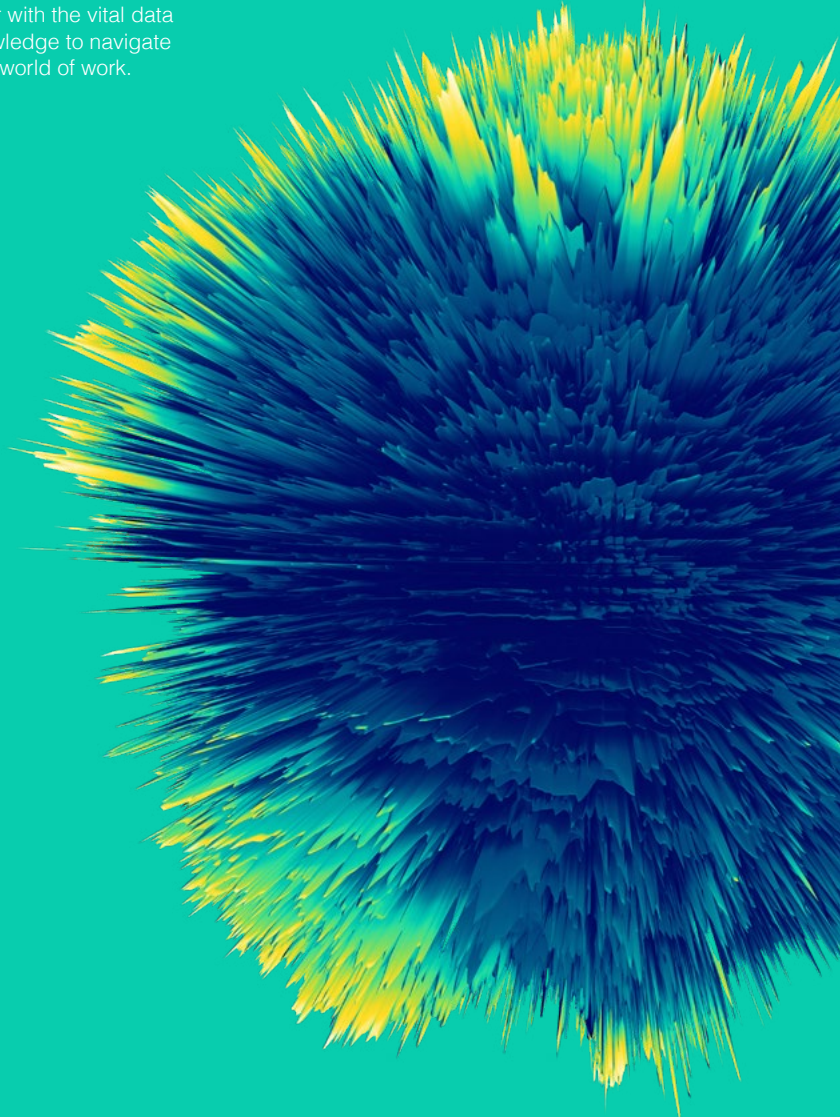
An introductory guide for learners

**The future of business is data-driven.
Ensure your future is too.**

Succeed in a data-driven world.

The future of business is data-driven. Ensure your future is too.

Empower your career with the vital data skills and digital knowledge to navigate the rapidly changing world of work.



The Imperial College and Corndel Data-Driven Professional Programme is an investment in your professional development by your employer. The programme will give you the professional competencies increasingly required in a world in which the volume of data continues to grow rapidly.

The 14-month programme is designed to enable professionals from a variety of corporate functions to gain the critical knowledge, skills and behaviours needed to understand business intelligence and use that information to inform decision making.

Personalised coaching

Throughout the programme, you will have a personal coach, who will support you to apply the skills you are learning to your role. You will meet with them monthly.

Our coaches are experienced professionals used to analysing and presenting information in

a variety of professional contexts. They are well placed to support you to embed data analytics skills into your work.

Learn from data experts

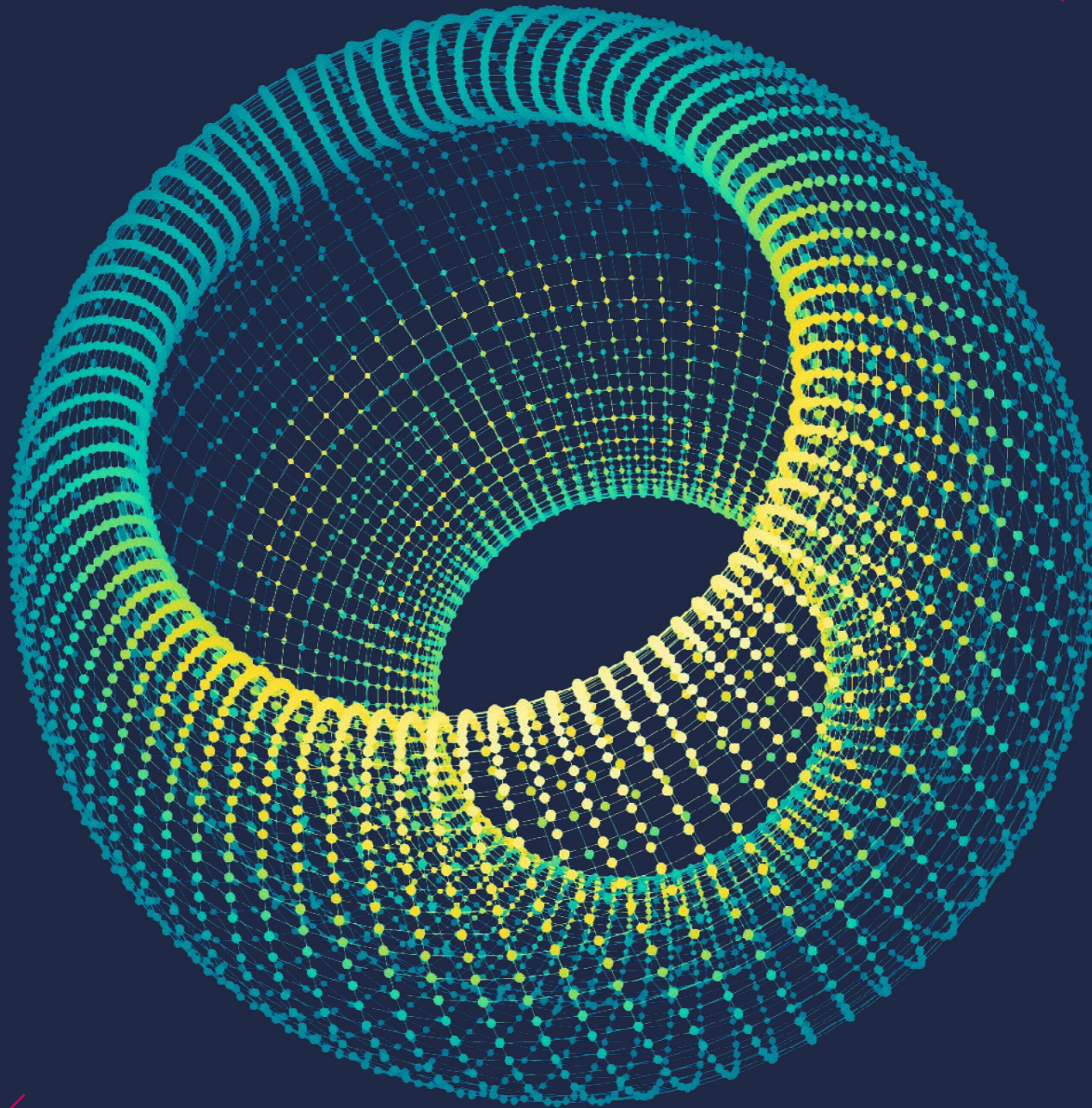
The programme blends training workshops led by experienced data scientists, one-to-one coaching and hands-on projects to enable you to build confidence in working with data, handle data securely and safely, communicate with data to influence others, and clearly present information about trends and relationships that you identify. During the programme, you will be introduced to tools and frameworks which are practically and immediately relevant to your work.

Professional qualifications

Throughout the programme, learners will work towards a Professional Qualification:

Qualification

Data-Driven Professional Programme (Level 3 Data Technician)



Who is the programme for?

The programme is for daily users of data and business intelligence, which is increasingly becoming the majority of desk-based employees.

These individuals sit across core business functions such as HR, Marketing, Finance and Operations where daily, agile data-driven decision making is key to delivering marginal gains that result in game-changing business performance.

Programme features

- 14-month blended learning delivery model
- Regular coaching with a Professional Development Expert
- 12 hands-on workshops delivered by experienced data scientists
- Bite-sized, practical projects to embed learning
- Flexible learning content in a range of formats
- Fully funded through the Apprenticeship Levy

Professional Impact

The Imperial College and Corndel Data-Driven Professional Programme will help you empower your career through developing vital data skills, including:

- Developing a greater understanding of data enabling you to make more informed evidence-based decisions and maximise your impact
- Make better use of outputs from data analyst and data analysis projects
- Effective automation of manual, repetitive tasks to increase your productivity and allow focus on more impactful work
- Better communicate your impact, value and insights through data visualisation
- Increase your ability to handle data more safely and securely

Course Overview

Unit 1

Power up your Profession for Industry 4.0

- The Secret to Success in a Tech-Focussed World
- How to Stay at the Cutting Edge, Easily
- Why Data is the New Oil and How to Use It
- Speaking the Data Language - Data Classification
- Cloud, IoT and More - Tech Concepts Made Simple
- Avoiding Data Security Risks for You and Your Organisation

Unit 2

Fast-track to Being a Spreadsheet Expert

- Quickly Get Your Hands on the Right Data
- The Six Dimensions of Data Quality
- Improving Data Quality for Business Value
- Crucial Spreadsheet Skills
- Supercharge Your Data With One Click
- Quickly Connecting Reports to Ensure Consistency
- Getting Instant Answers From Your Data
- Creating Powerful Visualisations in Seconds
- Making Sure Your Visualisations Are Watertight

Unit 3

Becoming the Data-Driven, Modern Professional

- Tailoring to Your Audience for Impact
- Communication Tools for the Modern Professional
- Communicating Data Insights
- Data-Driven Meetings and Decision-Making
- Expert Productivity Tips and Habits
- Useful Tools You Didn't Know Existed
- Collaborative Working in the Online World

Unit 4

Automating Data Tasks for 10x Efficiency

- Introduction to the Powerhouse Behind Excel and PowerBI
- Automating Data Cleaning to Reduce Workload
- How to Solve Your Advanced Data Cleaning Problems
- Step Up Your Single Source of Truth
- Stepping Up Your Automation Skills

Unit 5

Insights with Impact: Creating Visualisations that Matter

- How Dashboards Can Change Your Business and Save Time
- Data Models Made Easy
- Building Interactive Visualisations
- Advanced Visualisations to Convey Deep Meaning
- Building the Dashboard that Changes Your Department
- Getting Your Dashboard to Your Team
- Extract Powerful Insights Easily

Unit 6

The Next Level: Data-Driven Digital Transformation

- Analytics Tools You Didn't Know You Had
- Automating Non-Data Tasks and Workload
- Easily Make No-Code Apps for Your Workplace
- Introduction to Databases
- Environmental Social Governance and Equality, Diversity and Inclusion
- Introduction to Machine Learning
- Introduction to Digital Transformation
- Introduction to Data Strategy



Masterclasses and Fireside Chats from Imperial College Business School

Imperial College Business School is home to many of the world's brightest minds in the fields of data science and technology. As an integral part of your apprenticeship programme, chat to those in Imperial's community about how they grew their careers in data and technology. Hear how they avoided the rocks in the road and spotted those opportunities that defined their future.

Additionally, learn from Imperial's Professors and experts about the analytics and technologies that are rapidly coming over the horizon to impact how you do your job. Take away important, inspirational and practical information that you can immediately use in your role, all packaged in a digestible and engaging two-hour Masterclass.

Masterclasses

Masterclass 1

Data, Fitbit, Peloton and your health

Wearables and digital health innovation, leveraging technology & your personal data to enhance healthcare from Digital Health Strategist and Innovator at Wegyanik



Loy Lobo

Masterclass 2

Turning Data into (Good!) Decisions

How data can support sound decision making at all levels of industry from Royal Academy of Engineering Research Chair in Data-Driven Optimisation



Prof. Ruth Misener

Masterclass 3

Game changing technologies: What's hot and what's not

IoT, 5G, The Cloud, Big Data, Blockchain from Professor of Digital Strategy & Innovation at Imperial College Business School



Prof. Chris Tucci

Masterclass 4

Cybersecurity: Staying safe in an interconnected but unstable world

How to secure your data in when it seems as though all systems are connected in this globalised world from the Co-Director of the Institute for Security, Science and Technology & Chair of NATO Advisory Group on Emerging & Disruptive Technologies



Prof. Deeph Chana

Masterclass 5

Seeing the ood for the trees: Data visualisation in practice

Using data to create narratives from Head of Computational Privacy Group, Special Adviser on AI and Data Protection to European Commission



Prof. Yves-Alexandre de Montjoye

Masterclass 6

Ethics in Data Science: Is it OK to deep fake myself and other tricky questions

Data is at the heart of platforms like Google and TikTok, but advances made using data across a wide range of everyday technologies pose some tricky ethical questions, from Programme Director of Digital Transformation Strategies



Daniel Rowles

Firesides

Creating a worldwide top-ten business podcast and other digital adventures

Founder of The Digital Marketing Podcast



Daniel Rowles



This is about so much more than Advanced Excel and there is a great deal to learn that can make a huge difference to your day-to-day role – and the credibility you build.

Data Professional Learner
Operations Analyst in HR



About Imperial College Business School

As part of Imperial College London, a global leader in science and technology, Imperial College Business School drives global business and social transformation through the fusion of business, technology and an entrepreneurial mindset.

Combining innovative thinking and insight with new technology to develop solutions to real world issues, benefiting business and improving society.

About Corndel

Corndel is a multi-award-winning strategic skills development partner, delivering workplace training that can be fully funded through organisations' Apprenticeship Levy.

Corndel's disruptive focus on training brilliance, with one-to-one coaching from commercial experts at its heart, has made it the go-to partner for large employers focused on quality.



Blended, flexible delivery to fit around work schedules



Personalised one-to-one executive coaching and mentoring



Fully funded using your Apprenticeship Levy



Imperial College Business School Masterclasses & Fireside Chats



I work with a lot of data in my role and this programme appealed to me as a way to learn lots of useful skills to make my job easier. For example, I had heard about Power Query but didn't know what it was or how to use it. The workshops have been fantastic, providing me with information and confidence to jump over hurdles and put the learning into practice.

Michael Demeda
Project Engineer, HORIBA MIRA

Frequently Asked Questions

1. Why should I enrol on the The Imperial College and Corndel Data-Driven Professional Programme?

The programme is designed to ensure you develop the skills to effectively understand business intelligence that you have access to in your day-to-day role, to more quickly validate and interrogate information, make more informed decisions and communicate better with expert analytical colleagues.

It represents a significant investment by your employer to enable you to develop technical competencies increasingly valuable as data becomes more and more ubiquitous.

You will benefit from technical training, coaching and workplace application to develop your data skills and interpersonal behaviours.

By the end of the programme, you will be confidently having meaningful data conversations, communicating data insights in a relevant and impactful way, applying data integration and preparation by validating data, collaborating and building advanced capability in Excel and business intelligence suites and interpreting analysis to make data-driven decisions.

The volume of data we are all being exposed to in our day-to-day lives continues to grow, and increasingly, the technical skills to interpret and work with that data are becoming core professional competencies that can be applied across industries, markets and business functions.

2. Who is the programme for?

It is designed for people whose roles would benefit from building confidence in understanding organisational data and using that information to inform decision making.

Typically, they are likely to use tools like Excel, or may use business intelligence suites such as Tableau and Power BI to identify trends and relationships, but their

primary role won't be the manipulation and interrogation of large amounts of data. Participants on the programme should be committed to their professional development and keen to acquire new knowledge and skills.

3. How long does the programme take?

The programme lasts 14 months, quickly building familiarity with data tools and concepts through hands-on, practical learning.

4. What will I have to do?

Throughout the course you will develop technical data analytics skills through a blended learning programme, introducing key content and preparing you for the professional accreditations and End Point Assessment.

Over the 14 months, you will take part in 12 workshops facilitated by our data science experts to introduce new concepts, tools and techniques. You will become familiar with using the techniques to work with data through.

5. What is the time commitment?

- 8 word - interactive workshops to introduce new concepts and techniques
- Monthly one-to-one coaching/tuition, via video conferencing, plus preparation time
- Approximately 3-4 hours per week completing guided self-learning including practical exercises to build familiarity with industry-standard tools and analytical techniques
- You will also be spending time putting your new skills and knowledge into practice in the workplace. We will record these activities as a key component of the course
- You will be expected to build a portfolio of evidence showing that you have passed all aspects of the programme.

6. What is my employer investing in me to undertake the programme?

Your organisation is making a significant investment in you to complete this programme. Since 2017 businesses have paid a Government training levy (the Apprenticeship Levy) which your employer has chosen to invest in your personal development as a highly valued employee.

7. What qualifications will I achieve?

Upon completion, you will gain a Level 3 Data Technician apprenticeship standard. You will also be awarded a Corndel Diploma in Data Professional.

8. How will I be assessed?

At the end of the programme, you will be required to complete an End Point Assessment. This will include completion of a work-based project completed during the course.

A final professional interview with an industry-leading expert where you will discuss the rationale behind your data projects and application of these skills to your role.

9. Am I eligible to undertake the programme?

If your employer is using the Apprenticeship Levy to fund your training, you need to meet some Government eligibility criteria. The main ones are:

- You must live and spend at least 50% of your working time in England
- If you are a UK or EU/EEA citizen, you must have lived in the UK or EU/EEA countries for the last three years
- If you are not an EU/EEA citizen, you must have the right to work and be ordinarily resident in the UK for the last three years.

10. How do I join?

To join the programme, you will first need to register your interest with your employer.

Your employer will then give Corndel a list of the suitable people wishing to enrol. We will send you an online enrolment form, ask for proof of ID and residency, and check your eligibility. Government rules mean that you will also need to show us evidence of past English and Maths qualifications.





Corndel.

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