babington

Free Digital Data Skills

Part of the DfE Skills Bootcamp

In an ever-increasing world of remote working and a reliance on digital technology, Babington is committed to Developing Better Futures by helping you adapt, change and thrive in revolutionised and modern workplaces.

Develop a deeper understand of digital data analysis in this fully endorsed Skills Bootcamp in ANALYSING DATA; within the Skills Bootcamps, part of the Government's Lifetime Skills Guarantee and Plan for Jobs.

Whether it be sales, marketing, operations, finance or customer care, this Skills Bootcamp will instil the principles and working practices of data analysis and storytelling.

"I'm Rory and I've been working in sales for a large, corporate organisation for three years. During the past 18 months, my role has changed and the business is adopting more data analytical techniques which I am not familiar with. If I could understand the process of breaking down the data, drawing conclusions from it and then presenting my findings back to the business, I know I will be more comfortable in my role and add better value to the business."

What is the Skills Bootcamp in Analysing Data and who is right for me?

Many people have experienced significant changes in their working environments over the last 18 months, and as more people have stayed at home and worked remotely, the nature of work has been adapted with new skills required to keep up with the pace.

These new and exciting Skills Bootcamps, part of the Government's Lifetime Skills Guarantee and Plan for Jobs, are part of a free pilot scheme being rolled out across the nation in 2021, which are open to anyone aged 19* and over.

This Skills Bootcamp in Analysing Data is perfect for developing your abilities to use data more effectively and learn data storytelling techniques.

The Skills Bootcamps in Analysing Data will enable you to use data tools and gain an endorsed certificate, with an end goal of being considered for opportunities and vacancies to progress your career.

Payments to those in receipt of JSA or Universal Credit will not be affected by taking the Skills Bootcamp for its full duration.

What will I achieve?

Babington is committed to delivering real-life skills; those needed by employers right now, and our commitment is to prepare you for a more in-depth, data analytical career path.

Babington has connections with many employers who are looking for new talent and can provide pathways into real jobs. We advertise over 200 live roles a month and support learners with interview preparation to help you perform at your best.
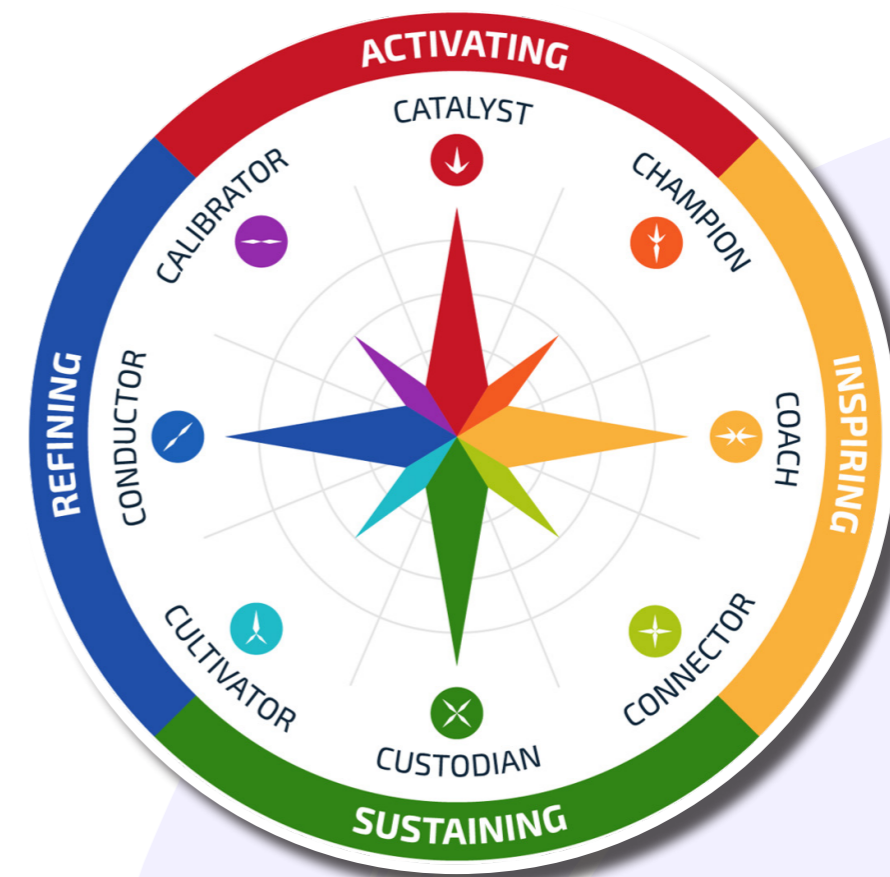
This Skills Bootcamp will be assessed at Level 3 Data Skills Programme so you can confidently advertise your suitability for roles when you've completed the course. To enhance your learning experience, you will also be enrolled onto the uCertify Excel course, giving you access to a nationally recognised programme with Microsoft certification.

Learning Plan and Certificate

As part of the programme, you will be introduced to the Contribution Compass; a profiling tool that gives you tangible, realistic, work-based scenarios to engage with. It will help you assess your own emotional intelligence and build on the skills you already have.

A successful business succeeds with emotionally intelligent people who understand how to balance their energies with others. These people can consciously and successfully engage with different energies to maximise the contributions from each profile within their team, even from those who are directly opposite to themselves.

At the start of the Skills Bootcamp, you will undertake an assessment that will assign you to one of the categories. Armed with this insight, you will be able to shape the way you work and help you collaborate more effectively with others who are opposite to you.

Learning Content

Within your 12-week programme you will be expected to commit the relevant time to your study as outlined adjacently.

In weeks 1, 5, 6 and 8 you will attend a whole day, online session with your coach and fellow learners. The other weeks will focus more on self-study, with shorter e-learning sessions, guided and supported by your skills coach.

Learners must have access to their own IT equipment and to the internet, as all sessions will take place online.

Week 1
Induction Day
- Programme introduction
- What is data
- Project introduction

Contribution Compass

Duration: 1 Day

Week 2
Meet a Data Analyst
- A day in the life of a data analyst
- A beginners guide to excel

Duration: 1 Day

Week 3
What is Data Analytics in every day life
- Data and the law
- Collecting and preparing data
- The importance of clean data

Duration: 1 Day

Week 4
Using Microsoft tools for data
- An intermediate guide to excel
- An advanced guide to excel

Duration: 3 Day

Week 5
A high level look at Analytical tools
- The possibilities of data
- Analytical tools
- Introduction to big data
- Advanced application

Duration: 1 Day

Week 6 & 7
How to tell a story using data
- Interpreting value
- Data visualisation
- Non-Graphical Visualisation

Duration: 1 Day

Week 8
Communicating big data in small messages
- Workshop
- Tasks
- Excel recap

Duration: 1 Day

Week 9 & 10
Presentation and meeting skills
- Methods of communication
- Presenting with confidence

Duration: 3 Day

Week 11
Project Presentation
- Record yourself presenting your data project to your line manager and skills coach

Duration: 1 Day

Week 12
Simulation
- A safe environment to demonstrate capabilities analysing and visualising data
- Feedback and review session

Duration: 1 Day

Key

Workshop   E-Learning   Reflection-led learning   1-2-1 Progress Reviews

Overview

Start Dates
The next bootcamp start dates can be found here.

Level
Level 3 Data Skills Programme

Duration
12 weeks; typically between 8-12 learning hours per week, inclusive of self study time.

Delivery
Digitally delivered.

Progression Opportunities
A higher level apprenticeships, further learning, role progression or a new role

Entry Requirements
Open to all learners 19+ with access to online learning and a commitment to develop your skills over 12 weeks

Find out more about Digital Skills Bootcamps.

Employers wishing to access Skills Bootcamps will need to contribute 30% of the costs with the remainder being fully funded.
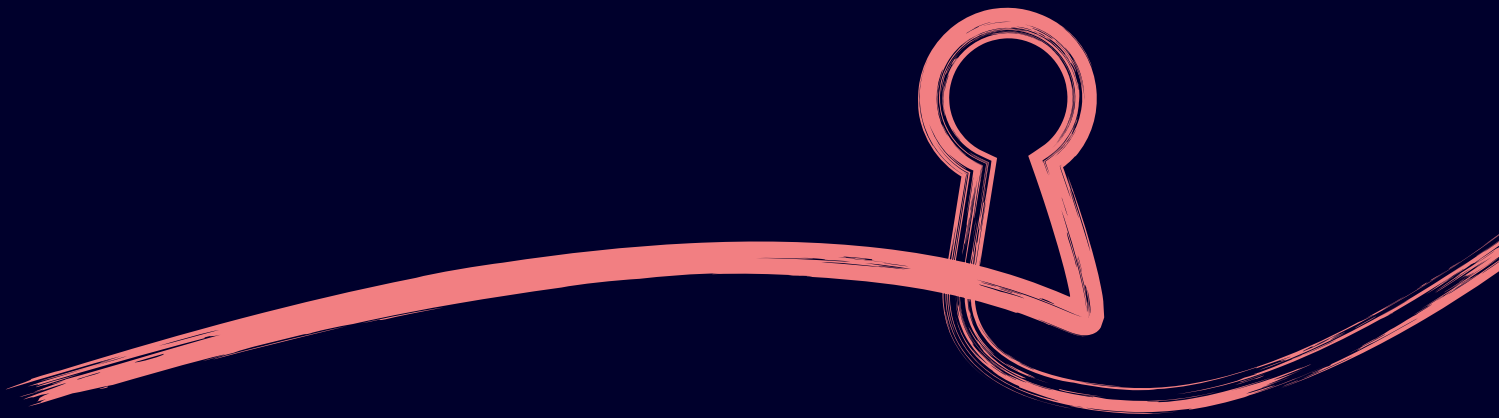
Programmes are free for learners.

Explore Digital Skills Bootcamps →

Ready to develop your digital skills in Analysing Data?