

## Schedule for SCTP Advanced Professional Certificate (APC) in Data Analytics: 6 Jul 26 Intake

Course Code: TGS-XXXXXXXXXX

SN	Week	Module Name	Class Type	Online Type	Topics	Hours	Trainer	Date	Day	Time			Location	Remarks	
		<b>Analysing and Interpreting Data</b>		Synchronous and Asynchronous	<b>LEARNING OBJECTIVES:</b> <b>Week 1:</b> Introduction to Business Analytics, Data Cleaning and Time Series Analysis <b>Week 2:</b> Project Week 1 + Benchmarking <b>Week 3:</b> Forecasting and Scenarios <b>Week 4:</b> Correlation Analysis <b>Week 5:</b> Project Week 2 + Presentation	61	Francis Tay							Participants will be required to have Microsoft Excel installed in their PC or Macbook. Preference is for participants to have Excel 365, Excel 2016 or later. For this course, it is preferable to have Windows PC as many applications operated best on PC. For Mac users, please refer to notes on how to run Windows on Mac.	
1	Wk 1		Introduction to Data Analysis and Interpretation, Data Cleaning	Lecture	Synchronous	Introduction to Module, Data Cleaning	2	Francis Tay	6-Jul-26	Monday	7:00 pm	to	10:00 pm		Introduction and the use of Excel for data analysis.
2				Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	2	Francis Tay	7-Jul-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
3				Lecture	Synchronous	Time Series	3	Francis Tay	8-Jul-26	Wednesday	7:00 pm	to	10:00 pm		Use of Excel and hand-on work.
4				Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Francis Tay	9-Jul-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
5				Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Francis Tay	10-Jul-26	Friday	10:00 am	to	10:00 pm		Week 2 Assignment/Quiz due date
			Lecture	F2F	Career Pathfinder Series - Module 1 - Fundamentals of Career Discovery Navigation and Readiness		Justus Teo	11-Jul-26	Saturday	9:30 am	to	12:30pm	LT702	Lecture and Group Work	
6	Wk 2	PROJECT WEEK 1	Lecture	Synchronous	Benchmarking	3	Francis Tay	13-Jul-26	Monday	7:00 pm	to	10:00 pm		Use of Excel and hand-on work.	
7		Benchmarking	Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	14-Jul-26	Tuesday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
8			Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	15-Jul-26	Wednesday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
9			Lecture	Synchronous	Tutorial Session - Time Series and Benchmarking Analysis Review	2	Francis Tay	16-Jul-26	Thursday	7:00 pm	to	9:00 pm		Recap session	
10			Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	17-Jul-26	Friday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
11	Wk 3	Forecasting Techniques	Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	20-Jul-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.	
12			Lecture	Synchronous	Forecasting	3	Francis Tay	21-Jul-26	Tuesday	7:00 pm	to	10:00 pm		Use of Excel and hand-on work.	
13			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Francis Tay	22-Jul-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.	
14			Lecture	Synchronous	Tutorial Session - Forecasting Analysis Recap	2	Francis Tay	23-Jul-26	Thursday	7:00 pm	to	9:00 pm		Recap session	
15			Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Francis Tay	24-Jul-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date	
			Lecture	F2F	Career Pathfinder Series - Module 2 - Career Marketplace - Labour Market Research and Career Planning		Justus Teo	25-Jul-26	Saturday	9:30am	to	12:30pm	LT702		
16			Lecture	Synchronous	Forecasting	2	Francis Tay	25-Jul-26	Saturday	2:00 pm	to	4:00 pm	LT702	Use of Excel and hand-on work.	
17	Wk 4	Correlations Analysis	Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	2	Francis Tay	27-Jul-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.	
18			Lecture	Synchronous	Scenario Forecasting	3	Francis Tay	28-Jul-26	Tuesday	7:00 pm	to	10:00 pm		Use of Excel and hand-on work.	
19			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Francis Tay	29-Jul-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.	
20			Lecture	Synchronous	Correlations Analysis	3	Francis Tay	30-Jul-26	Thursday	7:00 pm	to	10:00 pm		Use of Excel and hand-on work.	
21			Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Francis Tay	31-Jul-26	Friday	10:00 am	to	10:00 pm		Final Test - Quiz	
22	Wk 5	PROJECT WEEK 2	Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	3-Aug-26	Monday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
23			Lecture	Synchronous	Project Consult	2	Francis Tay	4-Aug-26	Tuesday	7:00 pm	to	9:00 pm		Project Consult	
24			Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	5-Aug-26	Wednesday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
25			Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	6-Aug-26	Thursday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
26			Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	7-Aug-26	Friday	10:00 am	to	10:00 pm		Use of Excel and Work on project.	
27			Lecture	Synchronous	Project Presentations	3	Francis Tay	8-Aug-26	Saturday	10:00 am	to	1:00 pm	LT702	Project Presentation	
			Lecture	F2F	Career Pathfinder Series - Module 3 - Career Readiness Prep - Personal Branding & Resume		Justus	8-Aug-26	Saturday	2:00 pm	to	5:00 pm	LT702		
		<b>Data Management, Data Wrangling and Exploratory Data Analysis (EDA)</b>		Synchronous and Asynchronous	<b>LEARNING OBJECTIVES:</b> <b>Week 5:</b> Introduction to Data Management and Wrangling and EDA concepts <b>Week 6:</b> Introduction to Relational Databases and SQL Statements <b>Week 7:</b> Understanding Data Model Documentation <b>Week 8:</b> Shaping Data with SQL	51	Kan Hwa Heng Francis Tay			Attendance Check-In times				Participants will be required to have SQLite and DB Browser for SQLite installed in their PC or Macbook.	
28	Wk 5		Introduction to Data Management and Wrangling and EDA concepts	Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	2	Kan Hwa Heng	3-Aug-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
29				Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	2	Kan Hwa Heng	4-Aug-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
30				Lecture	Synchronous	Introduction to Data Wrangling, EDA, etc.	3	Kan Hwa Heng	5-Aug-26	Wednesday	7:00 pm	to	10:00 pm		Lecture and Group Work
31				Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Kan Hwa Heng	6-Aug-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
32				Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Kan Hwa Heng	7-Aug-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
33	Wk 6	Introduction to Relational Databases and SQL statements						10-Aug-26	Monday					National Day Holiday Observed	
34			Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Kan Hwa Heng	11-Aug-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.	

35			Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Kan Hwa Heng	12-Aug-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
36			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Kan Hwa Heng	13-Aug-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
37			Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Kan Hwa Heng	14-Aug-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
38			Lecture	Synchronous	Introduction to Relational Databases and SQL statements.	3	Kan Hwa Heng	15-Aug-26	Saturday	9:00 am	to	12:00 pm		Lecture and Group Work
39	Wk 7	Introduction to Data Model Documentation	Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Kan Hwa Heng	17-Aug-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
40			Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Kan Hwa Heng	18-Aug-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
41			Lecture	Synchronous	Tutorial session - Review	1.5	Hwa Heng	19-Aug-26	Wednesday	7:00 pm	to	8:30 pm		Recap session
42			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	2	Kan Hwa Heng	20-Aug-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
43			Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Kan Hwa Heng	21-Aug-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
44			Lecture	Synchronous	SQL Statements. Data model documentation.	3	Kan Hwa Heng	22-Aug-26	Saturday	9:00 am	to	12:00 pm		Lecture and Group Work
45	Wk 8	Shaping data with SQL	Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Kan Hwa Heng	24-Aug-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
46			Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Kan Hwa Heng	25-Aug-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
47			Lecture	Synchronous	Shaping Data with SQL	3	Kan Hwa Heng	26-Aug-26	Wednesday	7:00 pm	to	10:00 pm		Lecture and Group Work
48			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Kan Hwa Heng	27-Aug-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
49			Assignment/Quiz	Asynchronous	Group Assignment Submission	1	Kan Hwa Heng	28-Aug-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
			Lecture	F2F	Career Pathfinder Series - Modules 4 & 5 - Career Readiness Prep - Interview prep + mock interviews		Justus Teo	29-Aug-26	Saturday	9:30 am	to	12:30 pm	LT702	
		Communicating Insights, Dashboarding and Data Storytelling		Synchronous and Asynchronous	<b>LEARNING OBJECTIVES:</b> <b>Week 9:</b> Introduction to Data Visualization and Data Storytelling; Basic chart creation in Tableau <b>Week 10:</b> Manage and Manipulate Data within Tableau; Exploring data using charts <b>Week 11:</b> Creating Dashboards and Telling Story <b>Week 12:</b> Basic Predictive Analytics	61	Khoo Seok Teng							Participants will be required to download FREE version of TABLEAU Public 2025 at <a href="https://public.tableau.com/en-us/s/download">https://public.tableau.com/en-us/s/download</a> . Recommended System Requirements: • OS: Windows PC – Windows 8 or later, MacOS 10.14 or later. • RAM: Minimum 2 GB • Hard Disk Space: 2 GB Tableau Public Account Required: • Register link: <a href="https://public.tableau.com/en-us/s/">https://public.tableau.com/en-us/s/</a> • Use "Sign up" button on top right of page
50	Wk 9	Introduction to Data Visualization and Data Storytelling. Basic chart creation in Tableau.	Lecture	Synchronous	Introduction to Module. Introduction to Data Visualization and Data Storytelling with Tableau. Familiarise with Tableau Interface and Basic Chart Creation.	3	Khoo Seok Teng	31-Aug-26	Monday	7:00 pm	to	10:00 pm		Lecture and Group Work
51			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	1-Sep-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
52			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	2-Sep-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
53			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	3-Sep-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
54			Assignment/Quiz	Asynchronous	Assignment/Quiz	2	Khoo Seok Teng	4-Sep-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
55	Wk 10	Manage and Manipulate data within Tableau; Exploring data using charts	Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	7-Sep-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
56			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	8-Sep-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
57			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	9-Sep-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
58			Check-in	Asynchronous	Access to Materials, Self-Pace Learning. Work on Assignment.	3	Khoo Seok Teng	10-Sep-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
59			Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Khoo Seok Teng	11-Sep-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
60			Lecture	Synchronous	Data Manipulation in Tableau; Creating charts to explore data using charts	3	Khoo Seok Teng	12-Sep-26	Saturday	9:00 am	to	12:00 pm		Lecture and Group Work
61	Wk 11	Creating Dashboards and Telling Story using Tableau	Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Khoo Seok Teng	14-Sep-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
62			Lecture	Synchronous	Tutorial session - Zoom	1.5	Khoo Seok Teng	15-Sep-26	Tuesday	7:00 pm	to	8:30 pm		Recap session
63			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	16-Sep-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
64			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	17-Sep-26	Thursday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
65			Assignment/Quiz	Asynchronous	Assignment/Quiz	1	Khoo Seok Teng	18-Sep-26	Friday	10:00 am	to	10:00 pm		Assignment/Quiz due date
66			Lecture	Synchronous	Creating dashboards with interactivity and telling story using Tableau	3	Khoo Seok Teng	19-Sep-26	Saturday	9:00 am	to	12:00 pm	LT702	F2F Lecture and Group Work
			Lecture	F2F	Career Pathfinder Series - Module 6 - Career Transition and Stabilization		Justus Teo	19-Sep-26	Saturday	1:00 pm	to	4:00 pm	LT702	
67	Wk 12	Apply basic predictive analytics using Clusters and Forecasting	Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	21-Sep-26	Monday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
68			Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Khoo Seok Teng	22-Sep-26	Tuesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
69			Check-in	Asynchronous	Access to Materials, Self-Pace Learning.	3	Khoo Seok Teng	23-Sep-26	Wednesday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
70			Lecture	Synchronous	Basic Predictive Analytics using Clusters and Forecasting	3	Khoo Seok Teng	24-Sep-26	Thursday	7:00 pm	to	10:00 pm		Lecture and Group Work
71			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	25-Sep-26	Friday	10:00 am	to	10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
72			Assignment/Quiz	Asynchronous	Assignment/Final Module Quiz	1	Khoo Seok Teng	26-Sep-26	Saturday	10:00 am	to	10:00 pm		Assignment/Quiz due date

- All lectures will be facilitated virtually unless otherwise stated
- F2F lectures will be held at NTU@one-north campus (11 Slim Barracks Rise, Singapore 138664)
- NTU reserves the right to change the date, mode/venue of lessons or cancel them due to unforeseen circumstances