

EXCEL
& SQL



MICROSOFT
CERTIFICATION



POWER BI

MAX

MAX TECHNICAL TRAINING  MAX SOLUTIONS

DATA
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DATA ANALYTICS | Power BI

● MICROSOFT EXCEL

● SQL FUNDAMENTALS

● CAREER TRAINING

● ANALYZING DATA WITH POWER BI

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WORKFORCE

The Data Analytics with Power BI Program is designed for any business professional to build the skills needed to gain the knowledge needed to enter the IT field as a Data Analyst working with the Microsoft Power BI tools set. This program will prepare the candidate for their Microsoft MOS Certification.

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PROGRAM CERTIFICATION

Microsoft Data Analyst Certification

MICROSOFT EXCEL ONE - FOUNDATIONS

In this course you will learn how to create spreadsheets and workbooks that you can use to store, manipulate, and share your data.

MICROSOFT EXCEL TWO - ANALYZING AND PRESENTING DATA

In this course you will get hands on experience with guided labs on how to organize table data, present data as charts, and enhance the look and appeal of workbooks by adding graphical objects.

MICROSOFT EXCEL THREE - ADVANCED FUNCTIONS AND DATA FORECASTING

In this course you will be able to perform advanced data analysis, collaborate on workbooks with other users, and automate workbook functionality.

FUNDAMENTALS OF SQL

Many organizations use databases to store their most critical information: the information that manages their day-to-day operations. After the data is stored in databases, however, it is useless unless you can retrieve it for further business analysis.

ANALYZING DATA WITH MICROSOFT POWER BI

This course will discuss the various methods and best practices that are in line with business and technical requirements for modeling, visualizing, and analyzing data with Power BI. The course will also show how to access and process data from a range of data sources including both relational and non-relational data. This course will also explore how to implement proper security standards and policies across the Power BI spectrum including datasets and groups. The course will also discuss how to manage and deploy reports and dashboards for sharing and content distribution.

EMOTIONAL INTELLIGENCE WORKSHOP

In this class the student will learn:

- The difference between IQ, EQ and personality.
- The tangible, hard, financial benefits of having high Emotional Intelligence (EQ).
- How brain function and chemistry impacts your EQ skills.
- Real world, practical, day to day, applications of Emotional Intelligence.
- Advanced emotional observation skills like MicroExpressions, Advanced Listening and the Japanese art of "Kuuki Yomenai" (Reading the Air).

Practical tips, techniques, resources and tools for improving your own EQ.inclusion within Power BI.

STRENGTHS FINDERS WORKSHOP

Using the Gallup Strengths online assessment, each participant will complete the evaluation to identify their top 5 natural strengths. Once strengths are discovered, explained and validated by interactive exercises attendees will know how to leverage their natural strengths to contribute to the success of the organization's team.

POTENTIAL POSITIONS

- Data Analyst
- Data Visualization Specialist
- Junior Data Analyst
- Power BI Analyst