

## Schedule for SCTP Advanced Professional Certificate (APC) in Data Analytics: 19 January 26 Intake

SN	Week	Module Name	Class Type	Online Type	Topics	Hours	Trainer	Date	Day	Time	Location	Remarks
		<b>Data Management, Data Wrangling and Exploratory Data Analysis (EDA)</b>	Synchronous and Asynchronous		<b>LEARNING OBJECTIVES</b> <b>Week 1:</b> Introduction to Data Management and Wrangling and EDA concepts <b>Week 2:</b> Introduction to Relational Databases and SQL Statements <b>Week 3:</b> Understanding Data Model Documentation <b>Week 4:</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.
1	Wk 1	Introduction to Data Management and Wrangling and EDA concepts	Check-in	Synchronous	Introduction to Programme, Data Wrangling, EDA	2	Francis Tay Kan Hwa Heng	19-Jan-26	Monday	7:00 pm to 9:00 pm		Introductory Lecture
2			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	20-Jan-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
3			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	21-Jan-26	Wednesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
4			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Kan Hwa Heng	22-Jan-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	2	Kan Hwa Heng	23-Jan-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
6			Lecture	F2F	Introduction to Relational Databases and SQL statements.	3	Kan Hwa Heng	24-Jan-26	Saturday	9:00 am to 12:00 pm	L702	Lecture and Group Work
7			Lecture	F2F	Career Pathfinder Series - Module 1 - Fundamentals of Career Discovery Navigation and Readiness		Justus Teo	24-Jan-26	Saturday	1:00pm to 4:00pm	L702	Lecture and Group Work
7	Wk 2	Introduction to Relational Databases and SQL statements	Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	26-Jan-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
8			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	27-Jan-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
9			Lecture	Synchronous	Introduction to Relational Databases and SQL statements.	3	Kan Hwa Heng	28-Jan-26	Wednesday	7:00 pm to 10:00 pm		Lecture and Group Work
10			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Kan Hwa Heng	29-Jan-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
11			Assignment/Quiz	Asynchronous	Assignment/Quiz	2	Kan Hwa Heng	30-Jan-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
12	Wk 3	Introduction to Data Model Documentation	Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	2-Feb-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
13			Lecture	Synchronous	Extra Session - Week 2 Recap	2	Kan Hwa Heng	3-Feb-26	Tuesday	7:00 pm to 9:00 pm		Not Compulsory to Attend
14			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	4-Feb-26	Wednesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
15			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Kan Hwa Heng	5-Feb-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
16			Assignment/Quiz	Asynchronous	Assignment/Quiz	2	Kan Hwa Heng	6-Feb-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
17			Lecture	F2F	SQL Statements, Data model documentation.	3	Kan Hwa Heng	7-Feb-26	Saturday	9:00 am to 12:00 pm	L702	Lecture and Group Work
18			Lecture	F2F	Career Pathfinder Series - Module 2 - Career Marketplace - Labour Market Research and Career Planning		Justus Teo	7-Feb-26	Saturday	1:30 pm to 4:30 pm	L702	
18	Wk 4	Shaping data with SQL	Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	9-Feb-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
19			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Kan Hwa Heng	10-Feb-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
20			Lecture	Synchronous	Shaping Data with SQL.	3	Kan Hwa Heng	11-Feb-26	Wednesday	7:00 pm to 10:00 pm		Lecture and Group Work
21			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	2	Kan Hwa Heng	12-Feb-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
22			Assignment/Quiz	Asynchronous	Group Assignment Submission	2	Kan Hwa Heng	13-Feb-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
		<b>Communicating Insights, Dashboarding and Data Storytelling</b>	Synchronous and Asynchronous		<b>LEARNING OBJECTIVES</b> <b>Week 6:</b> Introduction to Data Visualization and Data Storytelling: Basic chart creation in Tableau <b>Week 7:</b> Manage and Manipulate Data within Tableau; Exploring data using charts <b>Week 8:</b> Creating Dashboards and Telling Story <b>Week 9:</b> Basic Predictive Analytics	56	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.
	Wk 5				Week 5 - 16 Feb - 20 Feb - CNY WEEK BREAK - No sessions during the week							CNY on Tuesday 17 Feb 26 and Wednesday 18 Feb 26
23	Wk 6	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	23-Feb-26	Monday	7:00 pm to 10:00 pm		Lecture and Group Work
24	Wk 6		Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Khoo Seok Teng	24-Feb-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
25			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Khoo Seok Teng	25-Feb-26	Wednesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
26			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	26-Feb-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
27			Assignment/Quiz	Asynchronous	Assignment/Quiz	3	Khoo Seok Teng	27-Feb-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
28	Wk 7	Manage and Manipulate data within Tableau; Exploring data using charts	Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	2-Mar-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-Learning. Work on Assignment.	3	Khoo Seok Teng	3-Mar-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
30			Lecture	Synchronous	Extra Session - Week 3 Recap	2	Khoo Seok Teng	4-Mar-26	Wednesday	7:00 pm to 9:00 pm		Not Compulsory to Attend
31			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	5-Mar-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	2	Khoo Seok Teng	6-Mar-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
33			Lecture	F2F	Data Manipulation in Tableau; Creating charts to explore data using charts	3	Khoo Seok Teng	7-Mar-26	Saturday	9:00 am to 12:00 pm	L702	Lecture and Group Work
			Lecture	F2F	Career Pathfinder Series - Module 3 - Career Readiness Prep - Personal Branding & Resume		Justus	7-Mar-26	Saturday	1:30 pm to 4:30 pm	L702	
34	Wk 8	Creating Dashboards and Telling Story using Tableau	Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	9-Mar-26	Monday	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-Learning. Work on Assignment.	3	Khoo Seok Teng	10-Mar-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
36			Lecture	Synchronous	Extra Session - Week 2 Recap	2	Khoo Seok Teng	11-Mar-26	Wednesday	7:00 pm to 9:00 pm		Not Compulsory to Attend
37			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Khoo Seok Teng	12-Mar-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
38			Assignment/Quiz	Asynchronous	Assignment/Quiz	2	Khoo Seok Teng	13-Mar-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
39			Lecture	F2F	Creating dashboards with interactivity and telling story using Tableau	3	Khoo Seok Teng	14-Mar-26	Saturday	9:00 am to 12:00 pm	L702	Lecture and Group Work
40	Wk 9	Apply basic predictive analytics using Clusters and Forecasting	Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Khoo Seok Teng	16-Mar-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
41			Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Khoo Seok Teng	17-Mar-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
42			Lecture	Synchronous	Basic Predictive Analytics using Clusters and Forecasting	3	Khoo Seok Teng	18-Mar-26	Wednesday	7:00 pm to 10:00 pm		Lecture and Group Work
43			Assignment/Quiz	Asynchronous	Assignment/Final Module Quiz	2	Khoo Seok Teng	19-Mar-26	Thursday	10:00 am to 10:00 pm		Assignment/Quiz due date
44								20-Mar-26	Friday			Hari Raya Puasa Holiday
		<b>Analysing and Interpreting Data</b>	Synchronous and Asynchronous		<b>LEARNING OBJECTIVES</b> <b>Week 10:</b> Introduction to Business Analytics and Time Series Analysis <b>Week 11:</b> Time Series & Benchmarking <b>Week 12:</b> Project Week 1 <b>Week 13:</b> Forecasting and Scenarios <b>Week 14:</b> Correlation Analysis <b>Week 15:</b> Project Week 2 + Presentation	85	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.
45	Wk 10	Introduction to Data Analysis and Interpretation	Check-in	Synchronous	Introduction to Module	1	Francis Tay	23-Mar-26	Monday	7:00 pm to 8:00 pm		Introduction and the use of Excel for data analysis.
46			Check-in	Asynchronous	Access to Materials, Self-Learning.	2	Francis Tay	24-Mar-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
47			Lecture	Synchronous	Data Cleaning & Time Series Analysis	3	Francis Tay	25-Mar-26	Wednesday	7:00 pm to 10:00 pm		Use of Excel and hand-on work.
48			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Francis Tay	26-Mar-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	Assignment/Quiz	3	Francis Tay	27-Mar-26	Friday	12:00 am to 12:00 am		Assignment/Quiz due date
			Lecture	F2F	Career Pathfinder Series - Modules 4 & 5 - Career Readiness Prep - Interview prep + mock interviews		Justus Teo	28-Mar-26	Saturday	9:30 am to 12:30 pm	L702	
50	Wk 11	Benchmarking	Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	30-Mar-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
51			Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	31-Mar-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
52			Lecture	Synchronous	Benchmarking	3	Francis Tay	1-Apr-26	Wednesday	7:00 pm to 10:00 pm		Use of Excel and hand-on work.
53			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Francis Tay	2-Apr-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
54								3-Apr-26	Friday			Good Friday Holiday
55	Wk 12	PROJECT WEEK 1	Check-in	Asynchronous	Work on Excel Dashboard Project	2	Francis Tay	6-Apr-26	Monday	9:00 am to 9:00 pm		Use of Excel and Work on project.
56			Lecture	Synchronous	Extra Session - Time Series and Benchmarking Analysis Recap	2	Francis Tay	7-Apr-26	Tuesday	7:00 pm to 9:00 pm		Not Compulsory to Attend
57			Check-in	Asynchronous	Work on Excel Dashboard Project	3	Francis Tay	8-Apr-26	Wednesday	10:00 am to 10:00 pm		Use of Excel and Work on project.
58			Check-in	Asynchronous	Work on Excel Dashboard Project	3	Francis Tay	9-Apr-26	Thursday	10:00 am to 10:00 pm		Use of Excel and Work on project.
59			Check-in	Asynchronous	Work on Excel Dashboard Project	3	Francis Tay	10-Apr-26	Friday	10:00 am to 10:00 pm		Use of Excel and Work on project.
60	Wk 13	Forecasting Techniques	Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	13-Apr-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
61			Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	14-Apr-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
62			Lecture	Synchronous	Forecasting	3	Francis Tay	15-Apr-26	Wednesday	7:00 pm to 10:00 pm		Use of Excel and hand-on work.
63			Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	16-Apr-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
64			Assignment/Quiz	Asynchronous	Assignment/Quiz	3	Francis Tay	17-Apr-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
65	Wk 14	Correlations Analysis	Check-in	Asynchronous	Access to Materials, Self-Learning.	3	Francis Tay	20-Apr-26	Monday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
66			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Francis Tay	21-Apr-26	Tuesday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
67			Lecture	Synchronous	Correlations Analysis	3	Francis Tay	22-Apr-26	Wednesday	7:00 pm to 10:00 pm		Use of Excel and hand-on work.
68			Check-in	Asynchronous	Access to Materials, Self-Learning. Work on Assignment.	3	Francis Tay	23-Apr-26	Thursday	10:00 am to 10:00 pm		Check in anytime to get materials for self-learning in "Content" section.
69			Assignment/Quiz	Asynchronous	Assignment/Quiz	3	Francis Tay	24-Apr-26	Friday	10:00 am to 10:00 pm		Assignment/Quiz due date
70			Lecture	F2F	Work on Project	3	Francis Tay	25-Apr-26	Saturday	1:00 pm to 5:00 pm	L702	Use of Excel and hand-on work.
			Lecture	F2F	Career Pathfinder Series - Module 6 - Career Transition and Stabilization		Justus Teo	25-Apr-26	Saturday	2:00 pm to 5:00 pm	L702	
71	Wk 15	PROJECT WEEK 2	Check-in	Asynchronous	Work on Excel Dashboard Project	3	Francis Tay	27-Apr-26	Monday	10:00 am to 10:00 pm		Use of Excel and Work on project.
72			Lecture	Synchronous	Extra Session - Project Dry Run / Consult	3	Francis Tay	28-Apr-26	Tuesday	7:00 pm to 10:00 pm		Use of Excel and Work on project.
73			Check-in	Asynchronous	Work on Excel Dashboard Project	3	Francis Tay	29-Apr-26	Wednesday	10:00 am to 10:00 pm		Use of Excel and Work on project.
74			Assignment/Quiz	Asynchronous	Assignment/Quiz	3	Francis Tay	30-Apr-26	Thursday	10:00 am to 10:00 pm		Assignment/Quiz due date
			Lecture	Synchronous	Project Presentations	3	Francis Tay	30-Apr-26	Thursday	7:00 pm to 10:00 pm		Presentations
74								1-May-26	Friday			Labour Day