



“Effective Data Presentation”

(Two-Day Crash Course)

Overview

More and more data and statistics are collected in Bhutan. They are communicated to management or the public through reports, presentations, newspaper articles and other media. Yet, practices are often lacking in effectiveness. In this hands-on workshop, participants learn about best practices for communicating data. We use data from Bhutan and software that is accessible to many. The workshop is a must for those who collect, analyze or present data.

<p>Topics</p> <ul style="list-style-type: none">● Basics of effective visualization and human cognition● Data entry in Excel: Good practices and dangers● Interactive Pivot Tables in Excel● Basic charts in Excel (bar charts, line graphs, histograms, scatter plots)● Good practices and the difference between effective and creative presentation● Charts versus tables● Interactive visualization software● Combining data from multiple sources● Advanced charts: map charts, heat maps, and more● Interactive dashboards and online publishing● Communicating numbers in presentations and reports <p>Target Audience</p> <p>Programme, project and marketing officers, media personnel, managers, and anyone collecting, analyzing and presenting data in reports and presentations.</p>	<p>Resources</p> <p>This course makes extensive use of Microsoft Excel for interactive tables and charts. Participants will also get introduced to free advanced data visualization software called Tableau Public.</p> <p>Schedule</p> <p>09:30 - 11:00 Session I 11:00 - 11:30 Tea Break 11:30 - 13:00 Session II 13:00 - 13:30 Lunch Break 13:30 - 15:00 Session III 15:00 - 15:30 Tea Break 15:30 - 16:30 Session IV</p> <p>Class size</p> <p>10-15 participants</p> <p>Duration</p> <p>2 days</p>
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Instructor

[Dr. Galit Shmueli](#) is the SRITNE Chaired Professor of Data Analytics and Associate Professor of Statistics and Information Systems at the *Indian School of Business*. She teaches graduate courses on data analysis, data mining, forecasting and related topics at the Indian School of Business and online at Statistics.com. Prof Shmueli authors several books including *Data Mining for Business Intelligence*.



Further Information

To schedule this crash course, kindly contact info@rigsum-it.com.