Statistics and Data Analysis Training with SPSS

MODULE 1: Creating and Organizing Data with SPSS

- Coding and entering data from a questionnaire into SPSS
- Adjusting variable properties in SPSS
- Handling missing values using SPSS
- Computing new variables in SPSS

MODULE 2: Descriptive Analyses with SPSS

- Frequency tables and descriptive statistics in SPSS
- Cross-tabulation tables in SPSS
- Creating charts and graphs with SPSS

MODULE 3: Bivariate Tests with SPSS

- Correlation tests: Pearson, Spearman, partial, and canonical correlations in SPSS
- Chi-square (χ^2) test with SPSS

MODULE 4: Parametric and Non-Parametric Tests with SPSS

- T-test with SPSS
- Analysis of Variance (One-way ANOVA) with SPSS
- Z-test with SPSS
- Kolmogorov-Smirnov (K-S) test with SPSS
- Wilcoxon test with SPSS
- McNemar test with SPSS
- Mann-Whitney U test with SPSS

The Most Comprehensive Power BI Training

Introduction to the Power BI Training

Review of Power BI Fundamentals

- Power BI Desktop principles and workflow

- Connecting to data with Power BI
- Preparing data in the Power Query editor
- Transformations in the Power Query editor
- Creating folders / organizing in Power BI
- Merging / combining queries in Power BI
- Hands-on workshop: transforming imported data

Importing a Pivot Table (Excel)

- Removing totals
- Merging cells
- Unpivoting columns

Modeling in Power BI

- Relationships
- Option configurations
- Understanding cardinality

Data Model in Power BI

- Flat table
- Star schema
- Relational model
- Table layout
- Workshop: create a star schema from an Excel file
- Workshop: manage a relational model in Power BI

Date Table (Calendar) in Power BI

- Why add a date table
- Create a date table in DAX
- Configure the date table in DAX
- Sort columns
- Mark as date table
- Manage multiple date columns

DAX Data

- Introduction to DAX
- Measures and columns
- DAX formulas

Visualization in Power BI

- Principles of Power BI visualization
- Creating visuals
- Creating a report – ergonomics
- Creating a report – setup
- Histograms

- Line charts
- Pie charts
- Simple table
- Conditional formatting
- Creating a matrix (pivot table)
- Interaction between visuals / customization

Adobe Acrobat Pro: PDF Accessibility Essentials

Introduction to the Acrobat Pro Accessibility Training

Understanding Digital Accessibility and the SGQRI 008-02 Standard

Explore the fundamentals of web accessibility, legal requirements (including the SGQRI 008-02 standard), and the tools available in Adobe Acrobat Pro to ensure your PDF documents are compliant and inclusive.

Enhancing PDF Accessibility

- Structure reading order and tab sequence
- Ensure proper pagination and document traceability
- Add accessible bookmarks and links
- Correctly tag tables (simple and complex)
- Add alternative text to images and logos
- Manage page insertion or removal without affecting accessibility

Implementing Accessible Interactivity

- Configure interactive elements (forms, buttons)
- Ensure JavaScript compatibility with screen readers

Essential Tools for Validation and Compliance

- Acrobat's built-in Accessibility Check tool
- PDF Accessibility Checker (PAC)
- Color Contrast Analyser (CCA)
- Screen readers (e.g., NVDA)