



## **Presenting Solutions & Recommendations (1 Day)**

### **Description:**

Participants in this course will focus on taking the outputs of their data analysis work and craft a presentation that is easy to understand and actionable for decision makers and stakeholders. Participants will focus on translating their analysis into the correct visuals that accurately and effectively communicate the intended information. These visuals can be used in analytical reports, executive summaries, power point presentations and in dashboards

Participants will learn how to tell a complete story and clearly show how the solution is supported by the data in their analysis. We will cover several types of visuals and discuss those most applicable to the data they represent.

Participants will improve their ability to select and apply the most appropriate design choices. They will learn to connect with their audience and provide them with the information they need to take action in the time required.

They will learn the importance of real-time or just-in-time visuals as well as the use of interactive visuals that let their audience explore them in their own way and at their own pace.

We will also focus on pairing the visuals with supporting technical information. We will discuss

By default, many of the activities are administered using MS Excel because of its vast availability. However, additional tools such as Tableau and Power BI can be included upon request.

### **Objectives:**

Upon completion of the **Presenting Solutions & Recommendations** course, participants will be able to:

- Translate analytic outputs into meaningful solutions and recommendations
- Describe the cause of a problem and how the solution will address it
- Organize the solution and recommendations in a way that best meets the objective and allows decision makers to act with confidence
- Select the correct visuals to communicate information more quickly and accurately
- Show supporting information for the solution in a concise manner
- Embed their visuals into power point presentations, analytical reports, and dashboards
- Create real-time, just-in-time and interactive visuals to aid in real-time decision making
- Make appropriate design choices
- Practice developing design concept solutions for given situations
- Critique visualizations and identify the design principles used to create them