



CYC 100: Conquer Your Career

Spring 2026 Data Analytics Syllabus | Powered by CYC Analytics

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Topics and projects subject to change based on the instructor and local job market requirements.

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Project Description:	Our Bootcamp program is your pathway to launching a successful career in Data Analytics. Driven by a team of passionate and highly experienced mentors, we are committed to making quality education accessible and affordable. In this program, you'll master industry-leading tools, work on hands-on projects that mirror real-world challenges, and build the confidence needed to excel in the field. Whether you're new to data analytics or seeking to enhance your skills, our personalized mentorship and practical approach will help you stand out. You'll gain in-depth training in Excel, SQL, Power BI, and Tableau to strengthen your technical foundation. In addition to technical skills, you'll receive career coaching, including resume building, interview preparation, and one-on-one mentoring. To enhance your experience, we have introduced a 5-month Project Based Mentorship that provides real-world exposure and portfolio-ready projects. This will also include introductory courses for Python and Azure Data Warehousing.
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	The program includes Live Class Sessions, Recorded Classes, Mentorship (Resume and Interview Guide), One-on-One Coaching, and Q&A Sessions. The skills you learn will equip you for roles such as Data Analyst, Power BI Developer, Tableau Developer, Data Visualization Specialist, and Business Intelligence Developer. While we can't guarantee a job after completing the program, our goal is to help you build the technical skills, portfolio, and confidence to succeed in the data analytics field. We provide mentorship, career coaching, and real-world projects to prepare you for the next step in your journey.
Target Learners:	This program is ideal for individuals with no prior experience who are eager to start a career in data analytics, as well as for those with some background looking to expand and advance their skillset.
Project Prerequisites:	No prior data analytics experience required. Basic computer skills (file management, internet use). Willingness to learn, practice, and participate in live sessions. Access to a laptop (Windows preferred for Power BI).

All classes or lectures will take place online on Microsoft Teams on Mondays and Thursday between 7:00 PM and 9:00 PM EST. Additional sessions will be added to help students outside the official sessions

Course	Date	Topic	Learning Objective	Notes
Intro Day 1	Mon. January 12, 2026	Introductions Software Installations	To obtain the necessary Software for the program.	Instructors: All
Intro Day 2	Thu. January 15, 2026	Introduction to Data Analytics – Part 1	To understand the context of Data domains.	Instructor: All
Excel Day 1	Mon. January 19, 2026	Basics of Excel (Interface, Data Entry, Data Formatting)	To familiarize students with the fundamentals of Microsoft Excel.	Instructor: Edward

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Excel Day 2	Thu. January 22, 2026	Basics of Excel (Advanced Data Formatting)	To continue acquainting students with mastering formatting techniques.	Instructor: Edward
Excel Day 3	Mon. January 26, 2026	Manual Calculations and Cell References.	To translate manual computations via cell references and basic arithmetic operations.	Instructor: Edward
Excel Day 4	Thu. January 29, 2026	Aggregate Functions	To learn number functions like SUM, COUNT, MIN, MAX, etc.	Instructor: Edward
Excel Day 5	Mon. February 2, 2026	String and Date Functions	To learn text and date manipulations like CONCAT, DATEDIFF, TEXT, etc.	Instructor: Edward
Excel Day 6	Thu. February 5, 2026	Conditional Statements	To create logical tests with IF statements and nested conditions.	Instructor: Edward
Excel Day 7	Mon. February 9, 2026	Lookup Functions	To experiment with a variety of data combinations with XLOOKUP, VLOOKUP, INDEX, MATCH, etc.	Instructor: Edward
Excel Day 8	Thu. February 12, 2026	Summarizing and/or Grouping Data	To use PivotTables to categorize columns and rows of data.	Instructor: Edward
Excel Day 9	Mon. February 16, 2026	Data Visualization	To turn data into insights with Charts and Dashboards.	Instructor: Edward
Power BI Day 1	Thu. February 19, 2026	Introduction to Power BI	To understand the functionalities within Power BI and the Data Visualization Process.	Instructor: Clement
Power BI Day 2	Mon. February 23, 2026	Data Connection, Cleaning & Transformation	To connect to various Data sources and transform using Power Query.	Instructor: Clement
Power BI Day 3	Thu. February 26, 2026	Data Visualization	To develop learners' first dashboard in Power BI.	Instructor: Clement

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Power BI Day 4	Mon. March 2, 2026	Data Integration	To coalesce different Data sources into a single Project.	Instructor: Clement
Power BI Day 5	Thu. March 5, 2026	Data Transformation	To combine, clean and manipulate Data.	Instructor: Clement
Power BI Day 6	Mon. March 9, 2026	Data Modelling	Establish relationships between tables for Data interactivity.	Instructor: Clement
Power BI Day 7	Thu. March 12, 2026	Data Visualization and Formatting	Understand various charts and formatting rules.	Instructor: Clement
Power BI Day 8	Mon. March 16, 2026	Data Analytics Expressions (DAX)	Utilize functions for creating calculations and measures	Instructor: Clement
Power BI Day 9	Thu. March 19, 2026	Publishing Interactive Dashboard	Create and publish Dashboards for end user access.	Instructor: Clement
Tableau Day 1	Mon. March 23, 2026	Introduction to Tableau (including Interface)	To understand Tableau's role in Data Analytics	Instructor: Afia
Tableau Day 2	Thu. March 26, 2026	Data Connections	To blend diverse Data sources of flat files and Databases into Tableau.	Instructor: Afia
Tableau Day 3	Mon. March 30, 2026	Data Structuring	To differentiate dimensions, measures and data types.	Instructor: Afia
Tableau Day 4	Thu. April 2, 2026	Basic Charts, Views and Visualizations	To build various types of charts including Bar, Pie, Highlight Table, Maps, etc.	Instructor: Afia
Tableau Day 5	Mon. April 6, 2026	Filtering and Slicing	To control and organize Data views	Instructor: Afia
Tableau Day 6	Thu. April 9, 2026	Calculated Fields, Time and Dates	To create basic calculations using VizQL and understand the date and times	Instructor: Afia
Tableau Day 7	Mon. April 13, 2026	Level of Details (LOD)	To comprehend the types of LOD aggregations such as Exclude, Include, Fixed.	Instructor: Afia

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Tableau Day 8	Thu. April 16, 2026	Parameters	To create dynamic views for interactive Dashboards.	Instructor: Afia
Tableau Day 9	Mon. April 20, 2026	Stories, Publishing and Sharing	To communicate and publish the insights of the Data/Dashboards to stakeholders.	Instructor: Afia
SQL Day 1	Thu. April 23, 2026	Introduction to SQL and Relational Databases	To understand what Databases are and the reason for SQL implementation.	Instructor: Nana
SQL Day 2	Mon. April 27, 2026	Data Retrieval Strategies	To pull data on specific Columns using the SELECT statement.	Instructor: Nana
SQL Day 3	Thu. April 30, 2026	Filtering and Sorting	To apply conditions to extract meaningful subsets of Data and order the Results set.	Instructor: Nana
SQL Day 4	Mon. May 4, 2026	Aggregate Functions and Grouping	To summarize Data using functions like SUM, COUNT, MIN, MAX, GROUPBY etc.	Instructor: Nana
SQL Day 5	Thu. May 7, 2026	Strings, Time and Date Functions	To manipulate and clean Text or Character, Time-based and Date Calculations of Data.	Instructor: Nana
SQL Day 6	Mon. May 11, 2026	Joins and Unions, Nested Queries	To combine Data from multiple Tables, append Data from multiple Tables	Instructor: Nana
SQL Day 7	Thu. May 14, 2026	Data Types and Design of Tables	To learn common SQL Data types and to design efficient Tables.	Instructors: Nana
SQL Day 8	Mon. May 18, 2026	Advanced SQL	To understand sub-queries, CTEs, indexes, etc.	Instructors: Nana
	Thu. May 21, 2026	Memorial Day Weekend		
SQL Day 9	Mon. May 25, 2026	Advanced SQL	To understand sub-queries, CTEs, indexes, etc.	Instructors: Nana
Mentors hip Day 1	Thu. May 28, 2026	Data Analytics Project Process / Course Recap	Understand the end-to-end data analytics project process while	Instructors: All

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			reinforcing key concepts covered throughout the course	
Mentors hip Day 2	Mon. June 1, 2026	Establishing Project Portfolio Website	Build a professional project portfolio website to effectively showcase their data analytics skills and projects.	Instructors: All
Mentors hip Day 3	Thu. June 4, 2026	Data Analyst Role Early Expectations	Prepare students to enter their first data analyst role with clear expectations and confidence in their day-to-day responsibilities.	Instructors: All
Mentors hip Day 4	Mon. June 8, 2026	Resume & Job Application Tips LinkedIn profile setup	Equip students with practical resume, job application, and LinkedIn profile strategies	Instructors: All
Mentors hip Day 5	Thu. June 11, 2026	Practical Interview Prep	Strengthen students' ability to answer technical data analytics interview questions by clearly explaining tools, concepts, and project decisions.	Instructors: All
Mentors hip Day 6	Mon. June 15, 2026	Technical Interview Prep	Strengthen students' ability to answer technical data analytics interview questions by clearly explaining tools, concepts, and project decisions.	Instructors: All
Mentors hip Day 7	Thu. June 18, 2026	Behavioral & Storytelling Interview Prep	Develop students' ability to deliver strong behavioral interview responses using structured storytelling and real project examples.	Instructors: All
Mentors hip	Mon. June 22, 2026	Mock Interviews & Feedback	Build interview confidence through	Instructors: All

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Day 8			realistic mock interviews, targeted feedback, and refinement of responses.	
Mentorship Day 9	Thu. June 25, 2026	Class Recap. Salary Negotiation Outro.	Reinforce key course concepts, prepare students to confidently navigate salary negotiations, and close the program with clear next steps for career success.	Instructors: All