

# Frequently Asked Questions

**Course Title:** Introduction to Data Visualization

**Course #:** 4606

**Duration:** 2 Days

**Delivery Method:** Instructor-led online (synchronous); Instructor-led live classroom

## 1. What business or organizational need does this course address?

Learn to select an appropriate visual format to communicate data and extract valuable information from your organization's data by removing the barriers to understanding key information. Apply basic best practices for data visualization, which will allow you to identify how to graphically display data in presentations and reports to adequately provide decision-makers with the information they need. In this course, you will learn basic data visualization techniques, then strengthen and practice those new techniques in a capstone exercise.

## 2. Who should attend?

This course is for professionals who already have a basic understanding of how to use Excel who are interested in or work with data sets for visual presentation.

## 3. What will I learn how to do in this course?

- Describe the importance of data visualization for business intelligence and decision-making
- Use psychology of perception to assess and enhance the impact of visuals for the stakeholder audience
- Use data visuals to convey distributions and relationships
- Use data visuals to convey trends in data over time
- Identify purposes and uses of data visualization for the organization
- Compare and contrast performance measurement data using effective data visuals
- Construct effective data visuals to solve workplace problems

## 4. What kinds of activities are included in this course?

Lecture, facilitated discussion, hands-on practical exercises, scenario-based analysis and problem resolution, systems-based application using Microsoft® Excel

## 5. Are there prerequisites for this course?

Mandatory:

Participants should have a basic understanding of Excel.

# Frequently Asked Questions

Suggested:

- [Introduction to Analytics](#)
- [Analytics Boot Camp](#)

## 6. Do I have to complete any prework for the course?

There is no prework required for this course.

## 7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

## 8. Does this course count for credit toward a Management Concepts Certificate Program?

This is an elective course in the following program(s):

- [Agile in Government Master Track](#)
- [Business Analysis and Requirements Management Master Track](#)
- [Data Analytics Certificate Program](#)
- [Project Management Master Track](#)
- [Program Management Certificate Program](#)

## 9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 16

NASBA Field of Study: Statistics

NASBA Level: Intermediate

CEUs: 1.3

PDU: 14

CLPs: 16

## 10. What course(s) do you recommend after I complete this course?

# Frequently Asked Questions

- [Introduction to Analytics](#)
- [Briefing and Presentation Skills](#)
- [Evaluating and Presenting Analysis Results](#)
- [Data Storytelling for the Federal Government: Numbers to Narratives](#)
- [Leveraging Artificial Intelligence for Federal Decision-Making](#)

## 11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).