DEPARTMENT OF COMPUTER SCIENCE & APPLICATIONS

Add-on Certificate in Data Management and Care

Duration: 45 Hours   **Credits: 2**   **Marks: 50**

About the Course : The Add-on Course in Data Management and Care will be highly beneficial for the candidates, as every organization whether big or small needs data for making business decisions. Data management and care is the practice of collecting, organizing, protecting, and storing an organization's data to be analyzed for business decisions. It ensures the uniformity, accuracy, consistency and accountability of data. There are numerous jobs with this skill set in every organization.

Students will learn how to Apply Functions and Formula in spreadsheet for managing data, how to analyze data in the spreadsheet using Filters, Charts, Pivot Tables, What-If Analysis, etc. along with managing data with commands and queries for better interaction with database management system.

Career Opportunities: A host of job opportunities await individuals equipped with this skill as almost in every organization today, data is managed using Computer Systems be it business organization, or educational institutions like colleges, schools, offices etc.