



Programme Guide:

Level 4 Project Data Analyst Qualification

Project Data Academy (PDA)

**GRASP THE
OPPORTUNITY...**

**...TAKE CONTROL OF YOUR
OWN FUTURE**

Transforming how we work using the power of data
and AI

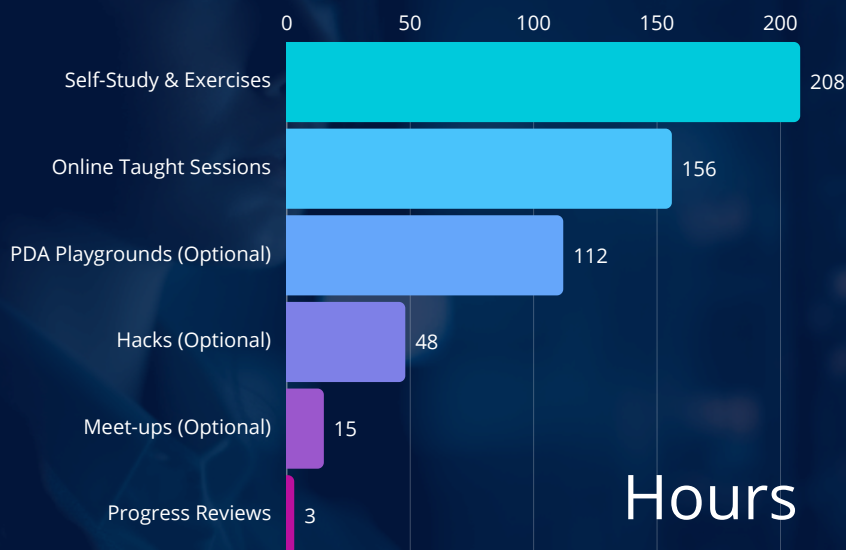


Key Facts:

- 15-month programme.
- Tutor-led training via remote online lessons.
- Off the job learning. Working on at least 3 projects to develop a portfolio that will help to inspire others.
- Award of a Level 4 Data Analyst qualification on successful completion of the apprenticeship.
- The apprenticeship is either:
 - 100% funded for levy payers (Free for employers and learners)
 - 95% for small medium employers and learners (employers only have to pay 5%)
- Cohorts of varying age groups, from 18 to >60 years old.
- On completion all candidates will be eligible to register as a member of the Chartered Institute for IT and awarded RITTech post nominals.

Course Structure:

Apprentices working towards Functional Skills Level 2 in Maths and English will receive extra sessions and support, including a dedicated Functional Skills Tutor, BKSB Learning Resources, workshops, 1-1 sessions, and activities to help with exam preparation in addition to the days shown below.



***The final assessment period will be conducted within 3 months after all teaching and learning is completed.**

****We meet with learners and employers every 8-12 weeks to measure progress made and ensure that you are getting appropriate support and the apprenticeship is delivering results for the business.**



Who is the Academy aimed at?

The academy aims to provide candidates with practical and hands on experience in project data analytics. People have attended directly after A-levels, through to seasoned project professionals with 30+ years' experience.

Roles:

This course is designed for individuals who want to learn how to use data to unlock new opportunities in their organisation and career. Past participants have included: project managers, engineers, administrators, PMO professionals, quantity surveyors, BIM specialists, document controllers, H&S managers, HR, marketing and finance professionals. Graduates and professionals looking to transform their role may also benefit from this course.



Personal Qualities:

The learners we are looking for should be self-motivated and eager to learn new skills. They should be willing to read and research the subject to stay up-to-date on this rapidly evolving topic. An ideal candidate, should be enthusiastic and willing to network and share knowledge with others. They should be passionate about working effectively within a team.

Technical Experience:

Ideally, you should have some experience with IT systems and software, and be able to retrieve, manipulate, and present data for analysis and reporting. However, the course covers the basics of data analysis, so prior experience is not mandatory.



What would you like to achieve?

We would strongly encourage you to reflect on what you would like to achieve from the course. Is it to support your current role or help you to reimagine it?

Are you looking to be a translator, acting as a bridge between project and data professionals to drive change? Or would you prefer to be a practitioner?

How deep would you like your data skills to go? Is this a set of new skills to supplement your current ones, or could it facilitate opening new doors?



Course Outline:

Module	Overview
Introduction to Project Data Analytics	Welcome and introduction to Project Data Analytics.
Data Fundamentals	A complete guide to data analytics, domain and business function contextualisation.
Data Visualisation with Power BI	Learn the principles of visualising data and start your journey with Power BI from beginners to intermediate.
Programming	Unlock your programming skills using Python.
Data Analysis and Machine Learning	Use Power BI alongside machine-learning algorithms that use data to predict outcomes.
Data Modelling	Learn how to manipulate relationships between different data sources.
Power Platform	A complete guide to automating your tasks and workflows to save time and money.
Applied Machine Learning	Learn about new developments and how to apply machine learning in your role.
Data Security	Learn the key fundamentals of data security and how to apply it to your role.
Customer (CX) and User (UX) Experience	Understand how to meet customer and user requirements in a 'data driven' world.
Analyst Presentation Skills	Use techniques to tell a story that gives significance to your data.
Project Planning	Plan your projects to achieve the best outcomes.
Data driven Project delivery	Explore project data analytics and the current market.
Frontier Technology	Explore the latest and greatest new tech on the market.
Advanced Project Planning	Finalise project planning ready for your forward journey.

If you would like to reserve your apprenticeship funding to secure a place please get in touch and we can help.

enquiries@projectingsuccess.co.uk





Who is Eligible?

Core Entry Requirements (Mandated by UK Education and Skills Funding Agency)



Possess a valid passport / birth certificate / residence permit and NI number. Must be in employment.

+



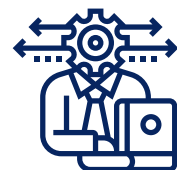
Must have lived in the UK and/or EU 3 years prior to start date. Must spend 50% of time in England when undertaking the apprenticeship.

+



Must not be undertaking another apprenticeship or any other form of education at the same time.

+



The apprenticeship must offer substantive new skills & knowledge in your existing or new role.

If you cannot evidence GCSE English & Maths (or equiv) at grade C or above, then you will be required to complete additional training in functional skills as part of the course.

We take account of previous relevant experience and work with you to tailor the course. Ultimately, employers will assess the suitability of their staff for training.

UNLEASH YOUR DATA-DRIVEN SUPERPOWERS!



On the job experience:

Gain hands on experience with real data and help to solve cutting edge project-related challenges.

Project-based training:

With the support of a mentor, you will undertake tutored online learning, completing exercises and challenges using an array of data, tailored to a project environment.

Community events:

You will attend community Hackathons and Meetups to ensure you remain 'plugged in' to the latest thinking from industry experts.

What will you get out of it?



Employee:

- Develop knowledge and experience within the new discipline of project data analytics.
- Gain practical experience of solving real world data-driven challenges.
- Development of a portfolio of data-driven solutions that demonstrate your abilities. Great for your CV!
- Upskilling in a discipline that is in high demand.
- Networking with like-minded people who can support each other.
- A level 4 qualification awarded by Academy4pm.

Although apprentices will be required to complete their off the job training, many of their exercises & hackathons are centred around employer challenges, **real problems, real data, practical solutions.**

Employer:

- Improved insights, governance and reporting, leveraging data that would otherwise be discarded.
- Cost savings, automation of repetitive processes leads to projects being delivered more efficiently.
- The ability to do more with less.
- Help identify opportunities, inspire others and begin to transform how your organisation delivers projects.
- A range of capabilities as a direct product of the apprenticeship, including dashboards and AI solutions.





- Build critical skills and confidence in data science within project delivery.
- Identify, shape and develop business challenges.
- Extract and manipulate data to provide insights to resolve these challenges.
- Become a pathfinder within your organisation and reimagine how you work.
- Identify the emergence of project variance way before anyone else.
- Optimise project performance, including via predictive analytics.

The Academy will empower and enable you to...

- Gain valuable, practical experience with real challenges to enhance your future career.
- Network with like-minded professionals.
- Receive support throughout from professionals who are at the cutting edge and driving industry change.
- Connect with the latest thinking, developments and understand how this could affect your career and your organisation.
- Continue to be paid a salary and have your training costs covered for the duration of the apprenticeship.
- Obtain a nationally recognised qualification.





Every day, we are faced with choices that shape our future. We can choose to stay within our comfort zone and continue with the status quo, or we can choose to embrace change and step out into a world of endless possibilities. The world of project delivery is no exception.

By acknowledging the impact of data and AI, we open ourselves up to a future that is filled with exciting opportunities. It is a future where we can use technology to optimise project delivery, streamline processes, and create more efficient workflows.

With our help, you can prepare for this future and unlock the full potential of data and AI. We offer a route that will guide you towards a world bristling with opportunity, a world where you can make a difference, and a world where your skills and expertise can make a significant impact.

We guarantee to improve your personal productivity by.....

>20%

We'll help you to unlock your potential, make your job more fulfilling and help you to become more resilient to a rapidly evolving job market.

We'll also help you to reimagine how you work.

Inspire you.

Connect you with like minded people.

We'll prepare you for a new era in project delivery.

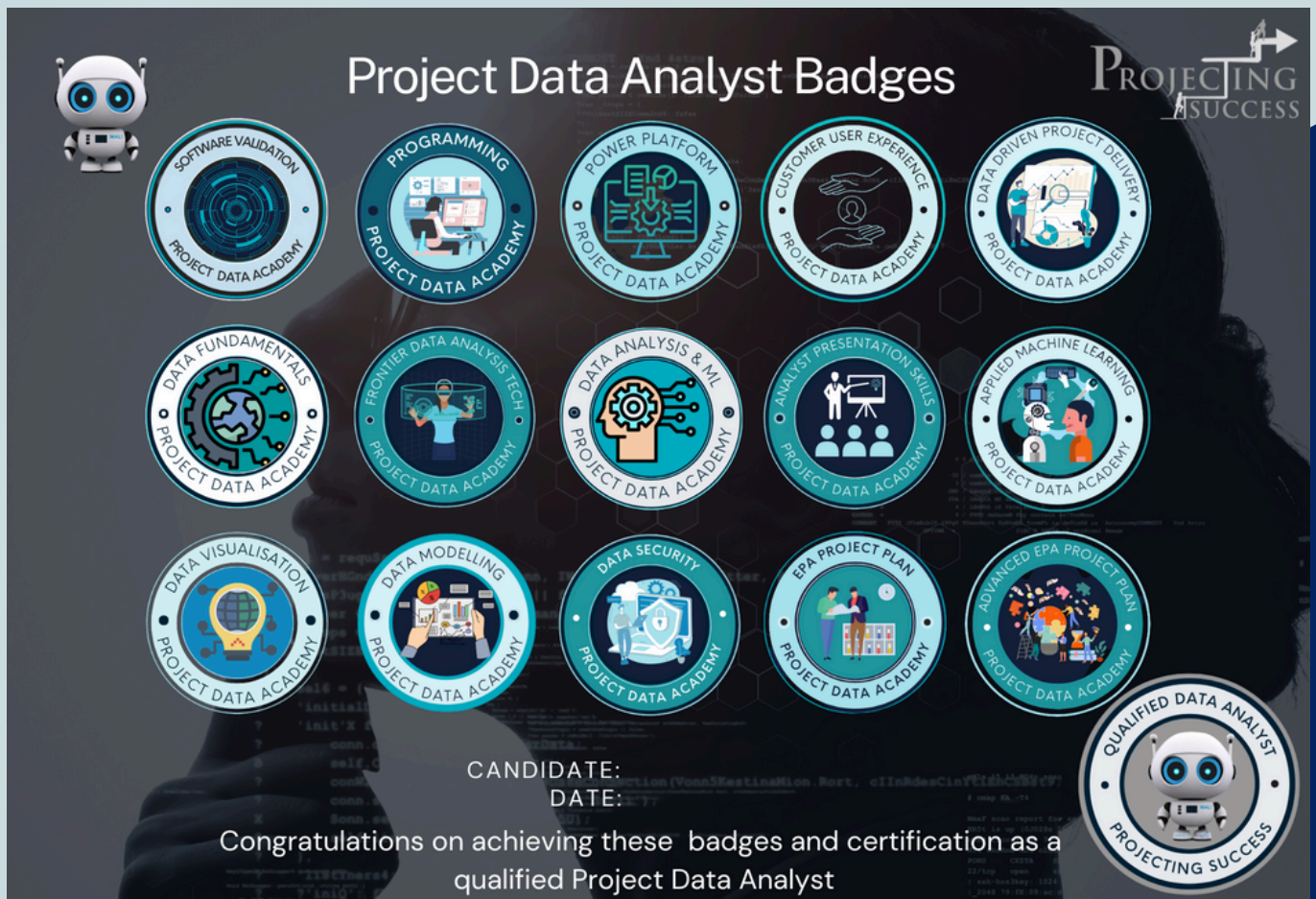
New roles are beginning to emerge. Members of our Academy alumni have gone onto roles such as:

- **Head of data insights and knowledge management**
- **Senior Director-Global Head of Data, Insights and Analytics**
- **Senior Data Analyst**
- **Data Analyst, Power Platform Developer, Data Engineer**

Others have developed superpowers to enhance their project delivery roles.



PDA Digital Badges



The image displays a grid of 15 digital badges from the Project Data Academy, arranged in three rows of five. Each badge is circular with a teal border and contains an icon representing a specific skill or module. The badges are: Software Validation, Programming, Power Platform, Customer User Experience, Data Driven Project Delivery, Data Fundamentals, Frontier Data Analysis Tech, Data Analysis & ML, Analyst Presentation Skills, Applied Machine Learning, Data Visualisation, Data Modelling, Data Security, EPA Project Plan, and Advanced EPA Project Plan. A larger badge in the bottom right corner features a robot icon and the text 'QUALIFIED DATA ANALYST' and 'PROJECTING SUCCESS'. The background of the grid shows a person's silhouette and faint code.

Project Data Analyst Badges

PROJECTING SUCCESS

CANDIDATE:
DATE:

Congratulations on achieving these badges and certification as a qualified Project Data Analyst

In addition to receiving a Level 4 Data Analyst qualification, you will also earn digital badges for each module you complete, as well as a Data Analyst badge upon successful completion of the apprenticeship.



Join like minded people to solve shared challenges that face the profession

Every 4 months we run #ProjectHack. We bring together 100s of project and data professionals to solve common challenges that face the project delivery profession. By joining the Academy we'll work with you to shape these challenges. You'll receive the VIP treatment!



Working together for collective benefit

At #ProjectHack, you will have the chance to work on projects that have the potential to revolutionise the industry. You will be given access to cutting-edge technology and tools, and have the opportunity to learn from experts in the field. Plus, you will get to network with a diverse group of professionals, share ideas, and gain valuable insights into the latest trends and developments in project delivery. An incredible opportunity to make a real difference and take your career to the next level.

Plus... on top of the kudos of winning, we award a prize pot of up to **£5,000!**

By working together we can transform the industry at a pace and scale we have never imagined. Be part of the revolution in project delivery.



Project Hack 17 at Tottenham Hotspurs stadium, attended by 330 people. We awarded a prize pot of £5000!

Our Credentials

"Projecting Success was the obvious choice for our apprenticeship program. As pioneers in project data analytics, they bring a wealth of personal experience leading megaprojects and portfolios. Their expertise in data analytics, AI, and data engineering is unmatched, and they've founded a community of over 7,500 like-minded individuals. It's clear they're at the forefront of this field, consistently demonstrating integrity, collaboration, and commitment.

Our partnership has already spurred a dramatic shift in our thinking, and we're seeing operational changes as a result. Our apprentices automate data collection, processing, and reporting, saving hours each day. This is just the beginning – a grassroots data culture is taking hold that will revolutionise our project delivery".

Gareth Parkes, Head of Data & Analytics, Sir Robert McAlpine Ltd

computing AI/ML Team of the Year
AI & Machine Learning Awards

dataIQ™ 100
THE MOST INFLUENTIAL PEOPLE IN DATA

 **APM** Association for
Project Management

Finalist

Mike Nichols Award for Inspiration

Projecting Success have encouraged us to challenge our current business processes and helped us to realise that there are often more efficient ways of carrying out tasks helping to improve staff morale and reduce costs"

Anne-Marie Cobb, Lead
Development Manager. Osborne



Projecting Success' approach...is both revolutionary and highly disruptive. The world needs more people like Martin and his team to shake things up and make us all think differently"

Project Data Analytics
community member

Collaborate with a trusted organisation who are working hard to transform how projects are delivered www.projectingsuccess.co.uk

Unrivalled in the world of project data analytics

Proud to be the driving force behind data driven project delivery



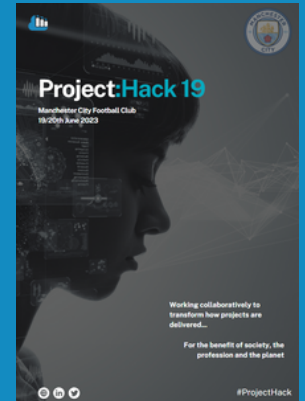
In 2017 we founded the >10,000 strong Project Data Analytics Community.

We co-authored the APM's guide to Getting Started in Project Data. We sit on the APM's Data Advisory Group.



We took a leading role in founding and setting up the Project Data Analytics Task Force. Our CEO was co-chair for >2 years.

We founded Project:Hack as a means of uniting the community around common goals, inspiring people and creating a movement.



We helped establish the Construction Data Trust. We have been appointed as data steward.

We co-authored the manifesto for data driven project delivery.



We have been the driving force behind the Visions for 2025; reimagining project delivery for the benefit of society, the profession and the planet



Providing visible leadership for the benefit of the community
We can achieve so much more together, than alone



Let us guide you into the wonderful world of data driven project delivery

Don't miss out on the opportunity to take your data analytics to the next level, to prepare for a data driven future

Enrol on our Project Data Academy today and unlock the power of data and AI to transform how we deliver projects. Sign up now!



enquiries@projectingsuccess.co.uk



www.projectingsuccess.co.uk



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Enquire today!



Month	Teaching Time	Recommended Self-Study Time	Hacks
1	4 Days	1 Day	Two Days (Optional)
2	2 Days	1 Day	
3	2 Days	2 Days	
4	2 Days	2 Days	
5	2 Days	2 Days	Two Days (Optional)
6	2 Days	2 Days	
7	0.5 Days	2 Days	
8	0.5 Days	2 Days	
9	0.5 Days	2 Days	Two Days (Optional)
10	0.5 Days	2 Days	
11	0.5 Days	2 Days	
12	1 Day	2 Days	
13	0.5 Days	2 Days	Two Days (Optional)
14	1 Day	2 Days	
15	0.5 Days	-	
Totals	19.5 Days	26 Days	8 Days (Optional)