

LEADERSHIPRADIUS

Course Catalog 2025–26

Certification Exam Prep | Applied Competency Development | Industry Tracks

49+ Programs Across 6 Domains

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EP = Exam Prep | ACD = Applied Competency Development | IT = Industry Track

PROJECT MANAGEMENT

Project Management

8 programs across exam prep, applied competency development, and industry tracks.

EXAM PREP PROGRAM

CAPM Exam Prep Program

Designed for learners who want strong foundational project management knowledge and a structured route into the Certified Associate in Project Management journey. Blends concept clarity, lifecycle understanding, planning basics, governance awareness, and disciplined exam preparation.

Who It's For

Students & final-year learners • Fresh graduates • Early-career professionals • Project coordinators & junior PMO members • Learners planning to pursue PMP later

Learning Outcomes

- ✓ Understand core project management terms, roles, and delivery concepts
- ✓ Explain predictive, agile, and hybrid life cycles
- ✓ Apply foundational ideas related to scope, schedule, cost, quality, and risk
- ✓ Interpret stakeholder, governance, and communication basics
- ✓ Solve CAPM-style questions with greater confidence
- ✓ Create a structured revision and exam-readiness plan

Module Outline (8 Modules)

#	Module	Topics Covered
1	Project Management Foundations	Project vs operations • Project, program, portfolio, and PMO • Role of the project manager • Organizational structures • Success factors and value delivery
2	Project Life Cycle and Delivery Approaches	Predictive life cycle • Agile life cycle • Hybrid delivery model • Phase gates and governance touchpoints • Choosing the right approach
3	Scope and Schedule Basics	Requirements and scope • Work breakdown structure • Milestones and dependencies • Scheduling basics • Baseline thinking
4	Cost, Resources, and Quality Fundamentals	Estimation basics • Resource planning concepts • Cost awareness and control • Quality planning and review • Common beginner planning errors
5	Risk, Issue, and Change Awareness	Risk vs issue distinction • Change request basics • Dependencies and assumptions • Escalation logic • Response planning awareness
6	Stakeholder and Communication Basics	Stakeholder identification • Communication channels • Reporting expectations • Meeting discipline • Coordination across roles
7	Business Analysis and Value Alignment	Business need vs requirement • Acceptance criteria • Benefits awareness • Traceability basics • Problem framing
8	CAPM Exam Preparation Bootcamp	Question practice • Mock test strategy • Elimination techniques • Topic-wise revision • Final readiness checklist

Tools & Platforms

Mock test platform | Revision sheets and process maps | Project-planning templates in Excel | Topic-wise quizzes and readiness dashboard

Case Studies & Projects

- Office relocation project
- Mobile app launch coordination
- Managing scope change in a small project
- Create a stakeholder and risk register for a sample project

Delivery Format

Live instructor-led sessions • Recorded revision modules • Topic-wise quizzes • Mock exams • Doubt-clearing sessions • Downloadable notes and frameworks

Career Outcome: Directly supports learners preparing for the CAPM exam while building practical readiness for entry-level project coordinator, project analyst, and junior PMO roles.

EXAM PREP PROGRAM

PMP Exam Prep Program

Built for experienced professionals aiming to clear the Project Management Professional credential while strengthening practical project leadership capability. Emphasizes people, process, and business-environment decision-making through scenario-based learning.

Who It's For

Project managers • Team leads and delivery leads • Experienced project coordinators • PMO professionals • Functional managers in transformation projects

Learning Outcomes

- ✓ Interpret PMP domains and their application in real projects
- ✓ Solve situational PMP questions using structured reasoning
- ✓ Apply agile, predictive, and hybrid delivery concepts
- ✓ Strengthen stakeholder leadership and governance decision-making
- ✓ Use mock-test analysis to improve weak areas
- ✓ Create a disciplined final revision and exam strategy

Module Outline (8 Modules)

#	Module	Topics Covered
1	PMP Orientation and Exam Strategy	Exam structure and domain approach • People, process, and business-environment lens • Situational thinking vs memorization • Common traps in exam questions • Study-planning framework
2	Leading People and Teams	Team formation and agreements • Conflict management • Stakeholder influence • Leadership styles • Collaboration and motivation
3	Planning and Managing Delivery	Integrated planning • Scope and backlog awareness • Schedule and cost discipline • Quality and performance tracking • Governance checkpoints
4	Agile, Hybrid, and Predictive Delivery	When to use each model • Value delivery and feedback loops • Adaptive decision-making • Hybrid governance scenarios • Agile team collaboration
5	Managing Risks, Issues, and Change	Response planning • Issue resolution and escalation • Change control in different models • Assumptions and dependencies • Decision logs
6	Business Environment and Value Focus	Transformation context • Benefits realization • Compliance awareness • Strategic alignment • Value-based decision logic
7	PMP Scenario Labs	Stakeholder conflict cases • Multi-domain integrated questions • Agile-hybrid scenarios • Leadership decision drills • Trade-off analysis
8	Mock Test and Final Revision Workshop	Full-length mocks • Weak-area analysis • Time management • Final revision plan • Exam-day readiness

Tools & Platforms

PMP mock exam platform | Domain-wise readiness tracker | Scenario-based practice bank | Revision sheets and process maps

Case Studies & Projects

- Digital transformation project
- Healthcare rollout project
- Enterprise system upgrade
- Draft a response plan for a multi-stakeholder project conflict

Delivery Format

Live faculty-led exam prep • Scenario-solving workshops • Mock tests and review sessions • Recorded revision modules • Faculty doubt clinics

Career Outcome: Direct preparation for the PMP exam and strong reinforcement for experienced professionals targeting project manager, senior delivery, PMO, and transformation-lead roles.

EXAM PREP PROGRAM

PRINCE2 Foundation & Practitioner

Helps learners understand and apply the PRINCE2 method through its principles, themes, and processes while preparing them for Foundation and Practitioner-level certification. Especially valuable in governance-heavy, process-driven, and enterprise environments.

Who It's For

Project managers • PMO team members • Governance and reporting professionals • Consultants and transformation teams • Learners in structured enterprise environments

Learning Outcomes

- ✓ Explain PRINCE2 principles, themes, and processes
- ✓ Apply management-by-stages and management-by-exception concepts
- ✓ Tailor PRINCE2 to project context and organization size
- ✓ Use PRINCE2 terminology in governance discussions
- ✓ Solve Foundation and Practitioner-style questions confidently
- ✓ Compare PRINCE2 with PMI, agile, and hybrid methods

Module Outline (8 Modules)

#	Module	Topics Covered
1	Introduction to PRINCE2	Framework structure • Method purpose and benefits • Key terminology • Foundation vs Practitioner focus • Process-based control
2	PRINCE2 Principles	Continued business justification • Learn from experience • Defined roles and responsibilities • Manage by stages • Manage by exception
3	PRINCE2 Themes	Business case • Organization • Quality • Plans • Risk • Change • Progress
4	PRINCE2 Processes	Starting up a project • Directing a project • Initiating a project • Controlling a stage • Managing product delivery • Closing a project
5	Roles, Governance, and Controls	Project board • Project manager and team manager roles • Tolerances and escalation • Decision rights • Reporting expectations
6	Tailoring PRINCE2	Tailoring for project size • Tailoring for agile and hybrid settings • Organizational fit • Governance adjustments • Sector-specific application
7	Practitioner Scenario Workshops	Scenario interpretation • Theme and process application • Decision-based questions • Product-focused thinking • Exam analysis
8	Exam Prep and Revision	Foundation-style practice • Practitioner-style practice • Revision matrix • Final practice sessions • Readiness checklist

Tools & Platforms

PRINCE2 study aids | Scenario practice templates | Governance document samples | Mock test and revision tracker

Case Studies & Projects

- Enterprise policy rollout
- Shared-services transformation
- Tailor PRINCE2 controls for a medium-size internal project

Delivery Format

Live sessions • Concept explanation and scenario practice • Revision workshops • Mock questions • Downloadable process maps

Career Outcome: Supports PRINCE2 Foundation and Practitioner preparation and is highly relevant for PMO, consulting, transformation, and regulated enterprise environments.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Agile, Scrum & Kanban Delivery

Equips learners with practical knowledge of Agile, Scrum, and Kanban to manage work more effectively in dynamic environments. Emphasizes backlog management, delivery rhythm, team collaboration, flow optimization, and agile ways of working.

Who It's For

Project managers • Scrum masters • Product owners • Delivery leads • Team leads • Operations and business transformation managers

Learning Outcomes

- ✓ Understand agile principles and value-based delivery
- ✓ Apply Scrum roles, events, and artifacts in a team setting
- ✓ Use Kanban concepts to improve flow and visibility
- ✓ Manage backlog, prioritization, and sprint cadence effectively
- ✓ Adapt agile practices for hybrid and enterprise settings
- ✓ Use Jira or similar tools to support agile delivery

Module Outline (8 Modules)

#	Module	Topics Covered
1	Agile Foundations	Agile values and principles • Agile vs predictive thinking • Customer value and iterative delivery • Agile mindset in organizations • Business relevance of agility
2	Scrum Framework	Roles, events, and artifacts • Definition of done • Sprint planning • Daily collaboration • Sprint review and retrospective
3	Backlog and Prioritization	Product backlog management • Story writing basics • Estimation methods • Prioritization approaches • Release thinking
4	Kanban and Flow Management	Visual workflows • WIP limits • Flow metrics • Bottleneck identification • Continuous delivery awareness
5	Team Facilitation and Continuous Improvement	Retrospectives • Cross-functional coordination • Continuous feedback loops • Team maturity • Facilitation techniques
6	Hybrid Agile in Enterprises	Agile in governance-heavy settings • Agile with reporting needs • Hybrid delivery patterns • PMO and agile coexistence • Scaling awareness
7	Jira for Agile Teams	Board setup • Workflow design • Sprint tracking • Filters and dashboards • Reporting for delivery meetings
8	Practical Agile Delivery Lab	Sprint simulation • Kanban exercise • Team coordination case • Delivery improvement plan • Final reflection

Tools & Platforms

Jira | Kanban boards | Sprint templates | Agile backlog and story templates | Retrospective tools

Case Studies & Projects

- Software feature release
- Marketing campaign sprint
- Business operations Kanban
- Create and manage a backlog for a sample product

Delivery Format

Workshop-led live sessions • Team exercises • Board simulation activities • Recorded tool demos • Practical assignments

Career Outcome: Supports practical readiness for Scrum Master, Agile PM, Delivery Lead, Product support, and agile-transformation roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

PMO Governance & Reporting

Designed for professionals involved in project oversight, portfolio visibility, governance, reporting, and project control. Focuses on how a PMO supports decision-making, standardization, governance discipline, and executive visibility.

Who It's For

PMO analysts • PMO managers • Project coordinators • Governance and reporting professionals • Portfolio reporting teams • Senior PMs moving into governance

Learning Outcomes

- ✓ Understand the role and maturity of a PMO
- ✓ Build governance structures and reporting routines
- ✓ Create standardized project reporting packs and RAID logs
- ✓ Support intake, prioritization, and portfolio visibility
- ✓ Design PMO dashboards aligned to leadership needs
- ✓ Improve project-control discipline across delivery teams

Module Outline (8 Modules)

#	Module	Topics Covered
1	PMO Foundations and Maturity	Types of PMOs • PMO mandate and value • PMO services and operating models • Maturity assessment • Stakeholder alignment
2	Governance Frameworks	Decision forums • Stage gates • Review mechanisms • Escalation paths • Accountability structures
3	Portfolio Visibility and Project Intake	Intake process • Prioritization concepts • Portfolio review structures • Categorization and status definitions • Demand visibility
4	RAID, Status Reporting, and Controls	RAID design • Executive reporting formats • Traffic-light reporting • Dependency visibility • Project health reporting
5	Resource and Capacity Reporting	Capacity tracking • Demand vs supply view • Allocation risk • Escalation triggers • Reporting cadence
6	Benefits, KPI, and Performance Tracking	Benefits tracking • Governance metrics • Compliance and execution metrics • KPI hierarchy • Performance review design
7	Dashboard Design and Executive Communication	What leaders need to see • Dashboard structure • Storytelling with governance data • Review-pack creation • Decision support
8	PMO Capstone	Build a PMO reporting pack • Create a dashboard structure • Present a governance action summary • Review feedback • Improvement roadmap

Tools & Platforms

Excel reporting templates | Dashboard templates | Governance pack samples | RAID and portfolio tracker formats | Power BI reporting examples

Case Studies & Projects

- PMO setup for a growing enterprise
- Portfolio reporting for healthcare transformation
- Create a monthly PMO dashboard and governance summary

Delivery Format

Live sessions • Reporting design labs • Template-based assignments • Governance review simulations • Downloadable reporting packs

Career Outcome: Strengthens readiness for PMO analyst, PMO lead, governance support, and centralized portfolio oversight roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Microsoft Project for Planning & Tracking

Teaches learners how to use Microsoft Project to build, manage, and track practical project plans. Focuses on schedule logic, dependencies, baseline control, progress updates, resource loading, and reporting.

Who It's For

Project coordinators • Project managers • PMO professionals • Planners • Team leads managing schedules

Learning Outcomes

- ✓ Create a structured project plan in Microsoft Project
- ✓ Build task hierarchies, dependencies, and milestone structures
- ✓ Use calendars, resources, and baselines effectively
- ✓ Track progress and analyze schedule variance
- ✓ Generate reports for project reviews
- ✓ Improve planning quality and schedule-control discipline

Module Outline (8 Modules)

#	Module	Topics Covered
1	Introduction to Microsoft Project	Interface overview • Project setup • Calendars • Project options and settings • Planning logic
2	Building the Plan	Task entry • Summary tasks and WBS • Milestones • Sequencing and links • Constraint awareness
3	Scheduling Logic	Dependencies • Lead and lag • Critical path basics • Schedule review • Timeline quality checks
4	Resource and Cost Basics	Resource setup • Assignments • Work and effort basics • Cost entry and tracking concepts • Capacity awareness
5	Baselines and Progress Tracking	Setting baselines • Progress updates • Variance analysis • Earned value awareness • Re-baselining decisions
6	Reporting and Dashboard Use	Filters • Views • Tables • Built-in reports • Export logic
7	Schedule Optimization	Common planning errors • Resource conflicts • Timeline cleanup • Review checklist • Stakeholder-ready outputs
8	Applied Planning Assignment	Build a full project schedule • Update progress • Present key variances • Recommend next actions • Final review

Tools & Platforms

Microsoft Project | Excel import/export logic | Planning templates | Reporting views and timeline outputs

Case Studies & Projects

- New branch setup project
- ERP implementation planning
- Build and baseline a project plan with dependencies and milestones

Delivery Format

Tool demonstration sessions • Guided hands-on practice • Planning lab assignments • Recorded walkthroughs • Faculty review of submissions

Career Outcome: Improves practical planning capability for project and PMO roles — highly relevant for coordinators, planners, and execution managers.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Primavera P6 for Planning & Project Controls

Helps learners use Primavera P6 for enterprise scheduling, project controls, and progress monitoring, especially in infrastructure, EPC, construction, and large-program environments.

Who It's For

Project planners • Project-control engineers • EPC and infrastructure professionals • PMO and scheduling teams • Project managers in construction

Learning Outcomes

- ✓ Set up and manage project schedules in Primavera P6
- ✓ Use WBS, activity logic, calendars, and constraints appropriately
- ✓ Apply resource and cost loading basics
- ✓ Track progress and analyze schedule performance
- ✓ Generate reports for review meetings and project controls
- ✓ Support baseline, recovery, and variance analysis

Module Outline (8 Modules)

#	Module	Topics Covered
1	Primavera P6 Fundamentals	Interface and navigation • Enterprise structure basics • Project creation and settings • Calendars and setup • Scheduling context
2	WBS and Activity Planning	WBS structure • Activity creation • Coding logic • Milestones • Sequencing
3	Schedule Logic and Analysis	Relationships • Constraints • Critical path and float • Schedule quality checks • Delay awareness
4	Resource and Cost Loading	Resource-planning basics • Cost-loading concepts • Assignment logic • Performance awareness • Control implications
5	Baselines and Progress Updating	Baseline setup • Update cycles • Delays and slippage analysis • Recovery planning • Change visibility
6	Reporting and Controls	Layouts and views • S-curves and tracking • Variance reporting • Dashboard thinking • Review packs
7	EPC / Infrastructure Case Application	Site rollout planning • Contractor coordination visibility • Delay impact discussion • Project controls communication • Stage monitoring
8	Capstone Planning Simulation	Create and review a schedule • Update progress • Present schedule-health observations • Recommend recovery actions • Final review

Tools & Platforms

Primavera P6 | Project controls reporting formats | Progress-update templates | S-curve and variance interpretation examples

Case Studies & Projects

- Infrastructure project schedule
- EPC package tracking
- Create a schedule and progress update report

Delivery Format

Tool-led live sessions • Hands-on exercises • Schedule-building practice • Reporting review workshops • Assignment submission and feedback

Career Outcome: Valuable for planners, schedulers, and project-control professionals in EPC, construction, infrastructure, and capital-project environments.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Jira for Project & Delivery Management

Teaches how to use Jira to manage projects, agile boards, delivery workflows, issue tracking, and team visibility. Designed for professionals who need practical command over work tracking and agile delivery support.

Who It's For

Scrum masters • Delivery leads • Project managers • Product-support teams • PMO professionals supporting agile projects • Team leads

Learning Outcomes

- ✓ Set up and manage projects in Jira
- ✓ Create and organize work using issue hierarchy
- ✓ Configure workflows and boards for Scrum and Kanban teams
- ✓ Track progress through dashboards, filters, and sprint views
- ✓ Use Jira to support governance, reporting, and delivery conversations
- ✓ Extend Jira usage beyond software teams into business process tracking

Module Outline (8 Modules)

#	Module	Topics Covered
1	Jira Basics and Work Management	Project types • Issues, epics, stories, tasks, and bugs • Navigation and key objects • Work-management logic • Visibility fundamentals
2	Boards and Workflow Setup	Scrum boards • Kanban boards • Workflow statuses • Issue transitions • Board configuration basics
3	Backlog and Sprint Management	Backlog setup • Sprint creation • Prioritization • Story refinement • Sprint tracking
4	Filters, Dashboards, and Reporting	JQL basics • Filters • Dashboards • Reporting for stand-ups and reviews • Executive visibility basics
5	Collaboration and Governance	Comments and tagging • Role permissions • Workflow controls • Documentation linkage • Meeting follow-up discipline
6	Jira Beyond IT Teams	Business process boards • Marketing workflow tracking • Operations and support tracking • Simple PMO use cases • Cross-functional adoption
7	Delivery Improvement Through Jira Data	Bottleneck identification • Throughput visibility • Status discipline • Better work planning • Continuous improvement
8	Applied Jira Workshop	Set up a project board • Configure workflow • Create dashboard and reporting view • Present a use case • Final review

Tools & Platforms

Jira | Basic JQL | Scrum and Kanban boards | Dashboard and reporting widgets | Confluence-aligned workflow examples

Case Studies & Projects

- Agile software delivery board
- Marketing campaign workflow
- Configure a Jira board for a real or sample project workflow

Delivery Format

Live tool demonstrations • Guided board-configuration labs • Hands-on assignments • Dashboard creation practice • Recorded support modules

Career Outcome: Supports applied delivery and workflow-management capability for agile delivery teams, PMO support, and cross-functional work-tracking roles.

IT CERTIFICATIONS

IT Certifications

12 programs across exam prep, applied competency development, and industry tracks.

EXAM PREP PROGRAM

Azure Fundamentals (AZ-900)

Prepares learners for Azure Fundamentals while building a clear understanding of cloud concepts, core Azure services, management, governance, pricing, and security basics. Ideal as a first cloud certification.

Who It's For

Students and fresh graduates • Early-career IT professionals • Career switchers entering cloud • Technical sales and pre-sales • Managers needing cloud literacy

Learning Outcomes

- ✓ Explain cloud models and Azure core concepts
- ✓ Identify Azure services across compute, storage, and networking
- ✓ Understand Azure governance, identity, and security basics
- ✓ Interpret pricing, cost management, and support models
- ✓ Build readiness for Azure Fundamentals exam-style questions

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cloud Computing Foundations	Cloud models • IaaS, PaaS, and SaaS • Public, private, and hybrid cloud • Business value of cloud • Azure positioning
2	Azure Architecture and Core Services	Regions and availability zones • Compute services • Storage services • Networking basics • Core solution patterns
3	Identity, Governance, and Security Basics	Microsoft Entra awareness • Role-based access • Policy and governance basics • Security and compliance basics • Operational control points
4	Pricing, Cost, and Support	Pricing models • Cost drivers • Support options • Service-level awareness • Cost-optimization basics
5	Management Tools and Portal Walkthrough	Azure portal navigation • Resource groups • Subscriptions • Monitoring awareness • Admin workflow basics
6	Use Cases and Architecture Patterns	Application hosting • Data and storage patterns • Networking examples • Governance scenarios • Migration considerations
7	Practice Questions and Mock Review	Question analysis • Topic-level correction • Weak-area review • Exam readiness indicators • Revision mapping
8	Final Revision and Exam Readiness	Summary notes • Revision sprint • Confidence areas • Exam strategy • Final checklist

Tools & Platforms

Azure Portal | Azure pricing calculator | Azure documentation maps | Mock test platform

Case Studies & Projects

- Cloud migration basics for a small business
- Azure service-selection exercise
- Map a business requirement to Azure services

Delivery Format

Live sessions • Recorded concept modules • Guided portal demos • Practice quizzes and mock tests

Career Outcome: Supports preparation for Microsoft Azure Fundamentals — a strong entry credential for cloud literacy and beginner cloud-career paths.

EXAM PREP PROGRAM

Azure AI Fundamentals (AI-900)

Introduces AI and machine-learning concepts through Microsoft's Azure AI ecosystem. Covers responsible AI, generative AI awareness, computer vision, NLP, conversational AI, and business use cases from a beginner-friendly perspective.

Who It's For

Students and fresh graduates • Business professionals exploring AI • Early-career cloud or data learners • AI-curious non-technical users • Teams evaluating enterprise AI adoption

Learning Outcomes

- ✓ Explain core AI and ML concepts in simple business terms
- ✓ Understand Azure AI services and common use cases
- ✓ Recognize responsible AI and governance basics
- ✓ Connect AI use cases to enterprise productivity and automation
- ✓ Build readiness for AI fundamentals assessment

Module Outline (8 Modules)

#	Module	Topics Covered
1	AI, ML, and Generative AI Basics	What AI means • Machine learning fundamentals • Generative AI awareness • Business framing for AI • AI terminology
2	Azure AI Services Overview	Vision services • Language services • Conversational AI • Decision support • Document intelligence awareness
3	Practical AI Use Cases	Customer support • Document summarization • Productivity enhancement • Automation support • Business-function examples
4	Responsible AI and Governance	Bias awareness • Privacy and safety • Human review • Trust and transparency • Governance basics
5	Prompting and AI-Assisted Productivity	Prompt basics • Output control • Use in communication and analysis • Workflow support • Limitations of AI assistance
6	Scenario Workshops	Function-specific AI cases • Use-case evaluation • Value and feasibility • Risk review • Adoption barriers
7	Practice Questions and Review	Question drills • Topic summary • Weak-area correction • Readiness check • Revision support
8	Final Revision and Readiness Review	Last-mile review • Exam strategy • Notes consolidation • Confidence review • Final checklist

Tools & Platforms

Azure AI service demos | AI use-case templates | Mock question bank | Prompting worksheets

Case Studies & Projects

- AI use-case mapping for customer support
- Document summarization workflow
- Propose an AI use case for a business function

Delivery Format

Live workshops • Recorded modules • AI demos • Scenario-based exercises • Practice quizzes

Career Outcome: Useful for learners building AI literacy before moving into applied AI, Azure AI, or business AI adoption roles.

EXAM PREP PROGRAM

Azure Administrator (AZ-104)

Builds real-world Azure administration capability across identities, governance, storage, virtual networks, compute, monitoring, backup, and operational control. Designed for hands-on cloud administrators.

Who It's For

System administrators • Cloud support engineers • Infrastructure and operations teams • Azure learners progressing from fundamentals • Enterprise IT teams

Learning Outcomes

- ✓ Provision and manage core Azure resources
- ✓ Configure storage, networks, and virtual machines
- ✓ Apply identity, access, and governance controls
- ✓ Monitor workloads and support cloud operations
- ✓ Build readiness for administrator-level cloud responsibilities

Module Outline (8 Modules)

#	Module	Topics Covered
1	Azure Administration Role and Tenant Basics	Subscriptions and tenants • Resource groups • Admin responsibilities • Environment setup • Operational model
2	Identity, Access, and Governance	Role assignments • Policy basics • Tagging and governance • Management groups awareness • Admin controls
3	Storage and Compute Administration	Virtual machines • Storage accounts • Availability awareness • Backup basics • Lifecycle operations
4	Virtual Networking and Connectivity	VNets and subnets • Connectivity basics • NSG awareness • Routing concepts • Connectivity review
5	Monitoring, Backup, and Recovery	Azure Monitor • Operational visibility • Alerts • Backup and restore basics • Business continuity support
6	Security and Best Practices	Secure administration • Least privilege • Operational hygiene • Configuration reviews • Audit awareness
7	Hands-On Admin Labs	Provisioning drills • Access configuration • Resource review • Operational tasks • Scenario practice
8	Practice Tests and Final Review	Mock questions • Weak-area correction • Revision focus • Readiness checkpoints • Final checklist

Tools & Platforms

Azure Portal | Azure Monitor | Microsoft Entra basics | Backup and admin utilities

Case Studies & Projects

- Provisioning a cloud environment for a business unit
- Managing access and policy controls
- Set up a basic Azure admin workflow

Delivery Format

Live technical sessions • Guided labs • Recorded walkthroughs • Admin practice tests

Career Outcome: Supports progression into Azure administration, cloud operations, and infrastructure-support roles.

EXAM PREP PROGRAM

M365 Copilot & Agent Admin Fundamentals

Prepares learners to support, secure, and administer AI-enabled Microsoft 365 environments, including Copilot and agents. Combines Microsoft 365 admin awareness with AI governance, security, access, and data-protection considerations.

Who It's For

Microsoft 365 admins • IT support and workplace tech teams • Enterprise productivity managers • Security and governance support teams • AI adoption program teams

Learning Outcomes

- ✓ Understand Microsoft 365 Copilot and agent-administration basics
- ✓ Apply security, governance, and data-protection principles
- ✓ Interpret admin-center workflows across core M365 services
- ✓ Support AI-enabled productivity environments confidently
- ✓ Build readiness for AI-admin-oriented Microsoft credentialing

Module Outline (8 Modules)

#	Module	Topics Covered
1	Microsoft 365 AI Environment Overview	Copilot and agent ecosystem • Workplace AI use cases • Admin operating context • Data and access considerations • Deployment overview
2	Copilot and Agent Concepts	Prompted assistance • Grounding in Microsoft data • Permissions model • Use-case boundaries • Value realization
3	Identity, Access, and Role Controls	Admin roles • Least privilege • Access reviews • Delegation • Tenant governance
4	Data Protection, Compliance, and Governance	Information protection • Compliance basics • Retention and review awareness • Governance rules • Safe deployment principles
5	Admin-Center Workflow Orientation	Exchange, SharePoint, Teams awareness • User enablement patterns • Configuration touchpoints • Monitoring basics • Support workflows
6	Secure Deployment and Support	Pilot rollouts • Change communication • Policy guardrails • Troubleshooting awareness • Operational readiness
7	Practice Questions and Enterprise Scenarios	Scenario analysis • Topic drills • Governance case review • Operational case review • Readiness check
8	Final Review and Readiness Check	Key concepts recap • Revision notes • Risk checklist • Adoption checklist • Final confidence review

Tools & Platforms

Microsoft 365 admin concepts | Entra and Purview awareness | Teams, SharePoint, and Exchange admin orientation | Readiness tracker

Case Studies & Projects

- Controlled rollout of Copilot for a department
- AI-governance checklist for M365
- Define a secure pilot rollout plan

Delivery Format

Live sessions • Admin scenario walkthroughs • Recorded modules • Governance templates • Practice quizzes

Career Outcome: Aligned to Microsoft's beginner-level Copilot and agent administration learning path — relevant for AI-enabled workplace admin roles.

EXAM PREP PROGRAM

AWS Cloud Practitioner

Builds foundational AWS knowledge across cloud concepts, pricing, core services, security, shared responsibility, and cloud value for both business and technology audiences.

Who It's For

Beginners in cloud • Students and early-career IT learners • Sales, pre-sales, and consulting professionals • Managers seeking AWS literacy • Career switchers

Learning Outcomes

- ✓ Explain cloud concepts and AWS global infrastructure
- ✓ Identify key AWS services and use cases
- ✓ Understand billing, support, pricing, and security basics
- ✓ Use AWS terminology confidently in technical discussions
- ✓ Prepare effectively for foundational AWS certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cloud Fundamentals and AWS Overview	Cloud concepts • Global infrastructure • Core value propositions • Shared responsibility basics • Service categories
2	Core AWS Services	Compute • Storage • Database • Networking • Serverless awareness
3	Security and Shared Responsibility	IAM basics • Security controls • Customer vs provider roles • Compliance awareness • Account hygiene
4	Pricing, Billing, and Support	Cost drivers • Pricing models • Support options • Billing basics • Optimization awareness
5	Architecture Basics and Use Cases	Reference architecture patterns • Common workloads • Migration awareness • Scalability concepts • Service selection
6	Migration and Cloud Value	Business drivers • Modernization patterns • Operational benefits • Risk awareness • Adoption planning
7	Practice Questions and Exam Patterns	Question drills • Topic-wise review • Confidence tracking • Weak-area identification • Revision mapping
8	Final Revision and Mock Tests	Mock review • Summary notes • Exam strategy • Last-mile prep • Checklist

Tools & Platforms

AWS console orientation | Billing and pricing concepts | Practice exams | Service comparison sheets

Case Studies & Projects

- Selecting AWS services for a startup
- Cloud cost-awareness exercise
- Map a simple business solution to AWS

Delivery Format

Live classes • Recorded revision • Service maps • Practice quizzes and mocks

Career Outcome: Useful as a cloud entry point and stepping stone toward deeper AWS architecture or operations tracks.

EXAM PREP PROGRAM

AWS Solutions Architect Associate

Prepares learners to design secure, resilient, high-performing, and cost-optimized AWS solutions. Focuses on architecture thinking, service selection, reliability, storage, networking, IAM, and scenario solving.

Who It's For

Cloud engineers • Infrastructure and systems professionals • Technical architects • DevOps learners • AWS learners progressing from fundamentals

Learning Outcomes

- ✓ Design basic AWS architectures for real workloads
- ✓ Compare compute, storage, and database service choices
- ✓ Apply security, availability, and performance principles
- ✓ Reason through scenario-based architecture questions
- ✓ Build readiness for architect-associate certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	AWS Architecture Principles	Well-architected thinking • Design trade-offs • Reliability • Performance and cost awareness • Security by design
2	Compute, Storage, and Database Design	EC2 and containers awareness • S3 and storage patterns • Managed database options • Serverless concepts • Selection trade-offs
3	Networking and Connectivity	VPC basics • Subnets and routing • Security groups • Connectivity options • Private/public design
4	IAM, Security, and Resilience	Identity controls • Encryption awareness • HA basics • Disaster recovery patterns • Resilience design
5	Cost Optimization and Performance	Sizing decisions • Scaling patterns • Monitoring cost drivers • Performance efficiency • Optimization heuristics
6	Monitoring and Operations Basics	CloudWatch awareness • Operational reviews • Logging basics • Runbook thinking • Support model
7	Scenario Labs and Architecture Workshops	Case analysis • Architecture diagrams • Trade-off justification • Security scenarios • Cost-vs-performance decisions
8	Practice Exams and Final Revision	Mock tests • Topic reviews • Architecture recap • Exam strategy • Final checklist

Tools & Platforms

AWS console orientation | Architecture diagrams | Builder-lab-style practice | Mock exam platform

Case Studies & Projects

- E-commerce app reference architecture
- Disaster-recovery scenario
- Design a secure and scalable AWS solution

Delivery Format

Live technical sessions • Architecture case workshops • Recorded reviews • Mock tests and scenario drills

Career Outcome: Aligned to AWS's associate-level architecture pathway — relevant for cloud-engineering, architecture, and technical pre-sales roles.

EXAM PREP PROGRAM

Google Cloud Digital Leader

Helps learners build cloud-business fluency using Google Cloud. Covers digital transformation, data, AI, trust and security, modernization, and operations from a business-oriented point of view.

Who It's For

Business and transformation professionals • Consulting and pre-sales teams • Managers and decision-makers • Learners new to Google Cloud • Students seeking cloud literacy

Learning Outcomes

- ✓ Describe how Google Cloud supports digital transformation
- ✓ Understand core Google Cloud business use cases
- ✓ Explain trust, security, AI, and operations concepts at foundational level
- ✓ Connect cloud strategy to enterprise outcomes
- ✓ Build readiness for Cloud Digital Leader certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cloud and Digital Transformation	Transformation drivers • Cloud-business alignment • Modernization themes • Business outcomes • Strategic positioning
2	Data Transformation with Google Cloud	Data and analytics themes • Platform overview • Use-case examples • Business value • Adoption considerations
3	AI and Innovation on Google Cloud	AI use cases • Data-to-AI pipeline awareness • Innovation examples • Responsible use awareness • Business implications
4	Modern Infrastructure and Applications	Infrastructure basics • Modern application patterns • Scalability awareness • Reliability context • Ops basics
5	Trust, Security, and Governance	Trust principles • Security framing • Governance basics • Compliance awareness • Risk management
6	Scaling Operations and Business Value	Operating-model thinking • FinOps awareness • Service management • Business case logic • Transformation review
7	Practice Questions and Scenarios	Business-oriented question drills • Scenario mapping • Weak-area review • Revision support • Readiness indicators
8	Final Revision and Certification Review	Summary notes • Exam strategy • Concept consolidation • Final self-check • Confidence review

Tools & Platforms

Google Cloud product maps | Business use-case frameworks | Exam-guide alignment sheets | Practice quizzes

Case Studies & Projects

- Cloud transformation case for an enterprise
- Google Cloud AI use-case evaluation
- Recommend a cloud-business approach for a sample organization

Delivery Format

Live classes • Recorded modules • Business scenario discussions • Practice exams

Career Outcome: Google positions Cloud Digital Leader as a foundational credential for professionals demonstrating cloud and Google Cloud business knowledge.

EXAM PREP PROGRAM

Google Associate Cloud Engineer

Develops hands-on GCP administration capability across project setup, resource deployment, IAM, operations, and solution maintenance. Structured for learners who want practical Google Cloud engineering skills.

Who It's For

Cloud admins • Support engineers • Platform and infrastructure learners • Google Cloud beginners progressing beyond literacy • Technical operations teams

Learning Outcomes

- ✓ Deploy and manage core Google Cloud resources
- ✓ Configure access, projects, and cloud environments
- ✓ Operate and monitor cloud solutions
- ✓ Understand security and maintenance tasks on GCP
- ✓ Build readiness for Associate Cloud Engineer certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	GCP Environment Setup	Projects and accounts • Cloud console navigation • Billing awareness • Resource hierarchy • Setup discipline
2	Compute, Storage, and Networking Basics	Compute services • Storage options • Networking concepts • Connectivity basics • Architecture context
3	IAM, Projects, and Billing	IAM roles • Projects and folders • Billing controls • Org awareness • Least privilege
4	Deploying and Managing Cloud Solutions	Provisioning resources • Environment changes • Operational workflows • Config awareness • Service maintenance
5	Monitoring, Logging, and Operations	Monitoring concepts • Logging awareness • Alert basics • Operational visibility • Support tasks
6	Security Configuration Basics	Identity hygiene • Resource protection • Configuration review • Secure defaults • Control points
7	Hands-On Scenarios and Labs	Deployment drills • Operational tasks • Troubleshooting awareness • Scenario practice • Readiness review
8	Mock Tests and Final Review	Question bank • Weak-area analysis • Revision notes • Exam strategy • Final checklist

Tools & Platforms

Google Cloud console | IAM and billing concepts | Monitoring and logging tools | Practice labs

Case Studies & Projects

- Provisioning a GCP environment for a product team
- Operational support case
- Configure a basic secure cloud environment

Delivery Format

Live technical sessions • Lab-oriented demos • Recorded revision • Practice tests

Career Outcome: Aligns to Google's Associate Cloud Engineer path — emphasizes deployment, operations, and security configuration capability.

EXAM PREP PROGRAM

ISC2 Certified in Cybersecurity (CC)

Builds entry-level cybersecurity knowledge for beginners, career changers, students, and cyber-adjacent professionals. Covers security principles, access controls, network security, incident response, and business continuity basics.

Who It's For

Students and graduates • Career changers • Entry-level IT learners • Non-technical professionals entering cyber • Early-career support teams

Learning Outcomes

- ✓ Understand core cybersecurity terminology and principles
- ✓ Recognize common security controls and access concepts
- ✓ Explain basic network-security and operations ideas
- ✓ Interpret incident response and continuity concepts
- ✓ Build readiness for ISC2 CC certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Security Principles and Terminology	CIA triad • Basic risk concepts • Threats and vulnerabilities • Policies and controls • Security language
2	Access Controls and Identity Basics	Authentication and authorization • Least privilege • MFA basics • Provisioning concepts • Role awareness
3	Network Security Fundamentals	Networks and attack surfaces • Security-device awareness • Secure connectivity basics • Monitoring support • Protection themes
4	Security Operations Basics	Logs and alerts • Operational visibility • Configuration discipline • Security awareness • Support processes
5	Incident Response and Recovery	Detection to response • Escalation basics • Containment awareness • Documentation • Recovery logic
6	Business Continuity and Resilience	Backups • Continuity basics • Disaster recovery awareness • Operational resilience • Business impact
7	Practice Questions and Revision	Question drills • Topic revision • Error analysis • Weak-area improvement • Mock strategy
8	Final Mock and Readiness Sprint	Full mock • Exam strategy • Time management • Revision checklist • Confidence check

Tools & Platforms

Cyber foundations workbook | Practice test bank | Security concept maps | Domain summary sheets

Case Studies & Projects

- Phishing response awareness exercise
- Access-control scenario
- Basic cyber-awareness plan for a small business

Delivery Format

Live sessions • Recorded revision • Cyber scenario discussions • Practice quizzes and mocks

Career Outcome: ISC2 positions CC as an entry-level cybersecurity credential — useful for newcomers and junior cyber-support roles.

EXAM PREP PROGRAM

CompTIA Security+

Helps learners build strong foundational cybersecurity capability across threats, vulnerabilities, architecture, identity, risk, operations, and incident response with a clear exam-prep structure.

Who It's For

Entry-level cybersecurity learners • IT support professionals • Network and systems admins • SOC aspirants • Learners seeking a recognized cyber baseline

Learning Outcomes

- ✓ Understand security architecture and threat concepts
- ✓ Apply identity, access, and security-control logic
- ✓ Interpret incidents, vulnerabilities, and response basics
- ✓ Connect security operations with governance and risk
- ✓ Build readiness for Security+ certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Threats, Attacks, and Vulnerabilities	Threat actors • Attack vectors • Vulnerability basics • Common defenses • Risk framing
2	Security Architecture and Design	Network and system security • Segmentation awareness • Secure design basics • Control layering • Architecture review
3	IAM and Authentication Controls	Identity fundamentals • Authentication methods • MFA • Access management • Account-protection basics
4	Security Operations and Monitoring	Operational security • Monitoring support • Detection basics • Configuration hygiene • Operational readiness
5	Incident Response and Resilience	Incident lifecycle • Response planning • Resilience awareness • Recovery basics • Lessons learned
6	Governance, Risk, and Compliance	Risk reviews • Policies and controls • Compliance basics • Documentation • Governance perspective
7	Practice Exams and Scenario Drills	Question analysis • Scenario solving • Weak-area review • Topic consolidation • Mock routines
8	Final Revision and Readiness Checkpoint	Exam strategy • Summary notes • Confidence check • Last-mile revision • Checklist

Tools & Platforms

Security+ mock exam bank | Security control maps | Flashcards and revision sheets | Cyber scenario worksheets

Case Studies & Projects

- Risk-based security recommendation
- Identity compromise scenario
- Draft a basic incident-response checklist

Delivery Format

Live exam-prep sessions • Scenario-based workshops • Practice exams • Recorded revision modules

Career Outcome: Security+ remains one of the most recognized baseline cybersecurity certifications for support, junior security, and systems roles.

EXAM PREP PROGRAM

CompTIA Network+

Develops foundational networking capability across connectivity, protocols, devices, troubleshooting, monitoring, wireless, cloud networking, and security hardening.

Who It's For

Students and freshers in IT • Support engineers • Network-support aspirants • Cloud and cyber learners needing networking basics • Infrastructure teams

Learning Outcomes

- ✓ Understand core networking concepts and devices
- ✓ Interpret routing, switching, ports, and protocol basics
- ✓ Apply troubleshooting logic to common network issues
- ✓ Connect networking fundamentals to security and cloud environments
- ✓ Build readiness for Network+ certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Networking Concepts and OSI Basics	OSI and TCP/IP awareness • IP addressing concepts • Topologies • Protocols • Networking language
2	Devices, Topologies, and Connectivity	Switches and routers • Wireless basics • Media and connectivity • Network-design awareness • Use-case mapping
3	Routing, Switching, and IP Services	Routing basics • Switching basics • DHCP/DNS awareness • Common services • Segmentation context
4	Wireless and Remote Connectivity	Wi-Fi concepts • Remote access basics • VPN awareness • Hybrid-work connectivity • Access reliability
5	Monitoring and Troubleshooting	Symptom analysis • Basic tests • Connectivity troubleshooting • Performance issues • Escalation basics
6	Network Security and Hardening	Port-security awareness • Segmentation basics • Secure configuration • Endpoint-network interaction • Risk reduction
7	Practice Tests and Scenario Labs	Question drills • Network scenarios • Fault diagnosis • Topic review • Readiness check
8	Final Revision and Readiness Review	Summary notes • Exam strategy • Confidence review • Last-mile practice • Checklist

Tools & Platforms

Network diagrams | Protocol maps | Troubleshooting sheets | Mock test platform

Case Studies & Projects

- Branch-office network issue
- Basic topology-planning exercise
- Diagnose a simple network fault scenario

Delivery Format

Live classes • Recorded networking explainers • Scenario-solving labs • Practice questions and mocks

Career Outcome: CompTIA describes Network+ as validating essential networking tools and concepts for technical support, network operations, and system-administration roles.

EXAM PREP PROGRAM

Cisco CCST Cybersecurity

Introduces core cybersecurity operations concepts through entry-level Cisco-aligned cybersecurity learning. Focuses on threats, vulnerabilities, access, monitoring, incident basics, and security awareness.

Who It's For

Students and entry-level cyber learners • Network learners shifting to cyber • Early-career support teams • Fresh graduates exploring SOC pathways

Learning Outcomes

- ✓ Understand cybersecurity basics in a structured, job-oriented way
- ✓ Interpret threats, vulnerabilities, and basic security controls
- ✓ Recognize monitoring and incident-awareness fundamentals
- ✓ Build entry-level cyber confidence before deeper certifications
- ✓ Prepare for beginner cyber pathways and SOC-adjacent roles

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cybersecurity Fundamentals	Core terminology • Threat awareness • Basic controls • Business relevance • Foundational mindset
2	Threats, Attacks, and Vulnerabilities	Common attack patterns • Risk indicators • Exploit awareness • Defensive thinking • Operational response awareness
3	Security Controls and Access Basics	Access controls • Account protection • Security devices awareness • Identity basics • Role-based responsibility
4	Network and Endpoint Security Awareness	Endpoint hygiene • Secure networks • Detection signals • User-risk awareness • Operational control points
5	Monitoring, Alerting, and Incident Basics	Alert concepts • Review basics • Escalation awareness • Documentation • First response
6	Governance and Safe-Use Practices	Policy awareness • Safe behavior • Reporting discipline • Review expectations • Role ownership
7	Practice Quizzes and Guided Reviews	Question practice • Error review • Topic reinforcement • Revision support • Readiness check
8	Final Readiness Recap	Summary notes • Career-path review • Exam support • Confidence check • Checklist

Tools & Platforms

Cisco CyberOps concepts | Practice quizzes | Security scenario worksheets | Foundation revision sheets

Case Studies & Projects

- Entry-level SOC awareness exercise
- Endpoint hygiene scenario
- Security policy awareness case

Delivery Format

Live sessions • Recorded modules • Guided labs • Practice quizzes

Career Outcome: Supports entry-level cybersecurity awareness and readiness for beginner Cisco cyber pathways and SOC-adjacent roles.

ARTIFICIAL INTELLIGENCE

Artificial Intelligence

8 programs across exam prep, applied competency development, and industry tracks.

EXAM PREP PROGRAM

Azure AI Fundamentals (AI-900)

Introduces AI and machine-learning concepts through Microsoft's Azure AI ecosystem. Covers responsible AI, generative AI awareness, computer vision, NLP, conversational AI, and business use cases.

Who It's For

Students and fresh graduates • Business professionals exploring AI • Early-career cloud or data learners • AI-curious non-technical users

Learning Outcomes

- ✓ Explain core AI and ML concepts in business terms
- ✓ Understand Azure AI services and common use cases
- ✓ Recognize responsible AI and governance basics
- ✓ Connect AI use cases to enterprise productivity
- ✓ Build readiness for AI-900 assessment

Module Outline (8 Modules)

#	Module	Topics Covered
1	AI, ML, and Generative AI Basics	What AI means • Machine learning fundamentals • Generative AI awareness • Business framing • AI terminology
2	Azure AI Services Overview	Vision services • Language services • Conversational AI • Decision support • Document intelligence
3	Practical AI Use Cases	Customer support • Document summarization • Productivity enhancement • Automation support • Business-function examples
4	Responsible AI and Governance	Bias awareness • Privacy and safety • Human review • Trust and transparency • Governance basics
5	Prompting and AI-Assisted Productivity	Prompt basics • Output control • Communication and analysis • Workflow support • AI limitations
6	Scenario Workshops	Function-specific AI cases • Use-case evaluation • Value and feasibility • Risk review • Adoption barriers
7	Practice Questions and Review	Question drills • Topic summary • Weak-area correction • Readiness check • Revision support
8	Final Revision and Readiness	Last-mile review • Exam strategy • Notes consolidation • Confidence review • Final checklist

Tools & Platforms

Azure AI service demos | AI use-case templates | Mock question bank | Prompting worksheets

Case Studies & Projects

- AI use-case mapping for customer support
- Document summarization workflow
- Propose an AI use case for a business function

Delivery Format

Live workshops • Recorded modules • AI demos • Scenario-based exercises • Practice quizzes

Career Outcome: Useful for learners building AI literacy before moving into applied AI, Azure AI, or business AI adoption roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Generative AI for Business Professionals

Helps business professionals understand how generative AI works, where it applies, and how to evaluate AI opportunities and risks within their organizations — without needing a technical background.

Who It's For

Business leaders and managers • HR, marketing, and operations professionals • Strategy and transformation teams • Non-technical professionals exploring AI

Learning Outcomes

- ✓ Understand what generative AI is and how it works at a concept level
- ✓ Identify business use cases across departments
- ✓ Evaluate AI opportunities and risks for your function
- ✓ Frame AI adoption proposals for leadership
- ✓ Use AI tools for daily productivity improvement

Module Outline (8 Modules)

#	Module	Topics Covered
1	What is Generative AI?	AI vs GenAI • How LLMs work (simplified) • Key capabilities • Current landscape • Business relevance
2	Use Cases Across Business Functions	HR and talent • Marketing and content • Finance and reporting • Operations and support • Strategy and planning
3	Evaluating AI Opportunities	Feasibility assessment • Value-effort mapping • Risk identification • Vendor vs build awareness • ROI thinking
4	Responsible AI for Business	Bias and fairness • Data privacy • Regulatory awareness • Governance frameworks • Ethical use guidelines
5	Hands-on AI Productivity Lab	Content generation • Data analysis with AI • Meeting summaries • Email drafting • Report generation
6	Building an AI Business Case	Proposal structure • Stakeholder alignment • Pilot planning • Success metrics • Change management
7	Industry-Specific AI Applications	Healthcare AI • Financial services AI • Manufacturing AI • Retail AI • Education AI
8	Action Planning Workshop	Personal AI roadmap • Team adoption plan • Quick wins identification • 30-60-90 day plan • Final presentation

Tools & Platforms

LLM Playgrounds | ChatGPT / Copilot | AI use-case canvas | ROI calculator templates | Prompt libraries

Case Studies & Projects

- AI-driven customer service transformation
- Marketing content automation
- HR recruitment optimization with AI

Delivery Format

Live workshops • Interactive demos • Group exercises • Case discussions • Action-planning sessions

Career Outcome: Enables business professionals to lead or participate in AI adoption initiatives with confidence and practical knowledge.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Prompt Engineering for Productivity

Teaches structured prompt design for getting better, more reliable results from AI tools. Covers chain-of-thought, role-based prompting, output formatting, and multi-step workflows.

Who It's For

Knowledge workers • Content creators • Analysts and researchers • Project managers • Anyone using AI tools daily

Learning Outcomes

- ✓ Write clear, structured prompts that produce reliable outputs
- ✓ Apply advanced prompting techniques like chain-of-thought and few-shot
- ✓ Design multi-step AI workflows for complex tasks
- ✓ Evaluate and iterate on prompt quality
- ✓ Build prompt libraries for team use

Module Outline (8 Modules)

#	Module	Topics Covered
1	Foundations of Prompting	How LLMs interpret prompts • Prompt anatomy • Common mistakes • Input-output patterns • Quality indicators
2	Structured Prompting Techniques	Role-based prompting • Few-shot examples • Chain-of-thought reasoning • Output formatting • Constraint setting
3	Task-Specific Prompting	Writing and content • Analysis and summarization • Code and technical tasks • Data extraction • Decision support
4	Multi-Step Workflows	Breaking complex tasks • Sequential prompting • Context management • Verification steps • Pipeline design
5	Prompt Evaluation and Iteration	Quality assessment • A/B testing prompts • Edge case handling • Consistency checks • Improvement loops
6	Team Prompt Libraries	Template design • Documentation standards • Sharing and collaboration • Version management • Best practices
7	Industry-Specific Prompting	Business analysis • Marketing copy • Technical documentation • Customer support • Research synthesis
8	Capstone: Build Your Prompt Toolkit	Personal prompt library • Workflow automation • Team presentation • Peer review • Final showcase

Tools & Platforms

ChatGPT | Claude | Copilot | Prompt template libraries | Workflow automation tools

Case Studies & Projects

- Content production pipeline
- Research synthesis workflow
- Customer response automation

Delivery Format

Hands-on workshops • Live prompting exercises • Peer review sessions • Template building labs

Career Outcome: Builds a high-demand skill for any professional working with AI tools — applicable across all industries and functions.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Agentic AI Foundations

Introduces the concept of AI agents — autonomous AI systems that can plan, reason, and take actions. Covers agent architectures, tool use, planning loops, and practical applications.

Who It’s For

Tech-savvy professionals • AI enthusiasts • Product managers • Innovation teams • Developers exploring AI

Learning Outcomes

- ✓ Understand what AI agents are and how they differ from chatbots
- ✓ Explain agent architectures and planning loops
- ✓ Identify use cases for agentic AI in business
- ✓ Evaluate agent capabilities and limitations
- ✓ Design basic agent workflows conceptually

Module Outline (8 Modules)

#	Module	Topics Covered
1	Introduction to Agentic AI	From chatbots to agents • Agent capabilities • Autonomy spectrum • Current state of the art • Business implications
2	Agent Architectures	ReAct pattern • Plan-and-execute • Tool use • Memory systems • Multi-agent basics
3	Planning and Reasoning	Task decomposition • Goal-directed behavior • Error handling • Self-correction • Human-in-the-loop
4	Tools and Integrations	API calling • Code execution • Database queries • Web browsing • File processing
5	Enterprise Agent Use Cases	Customer service agents • Research agents • Workflow automation • Data analysis agents • Content creation agents
6	Safety and Governance	Guardrails • Monitoring • Audit trails • Risk management • Responsible deployment
7	Building Agent Workflows	Workflow design • Prompt chaining • Evaluation methods • Testing strategies • Deployment considerations
8	Future of Agentic AI	Emerging trends • Multi-agent systems • Industry impact • Career opportunities • Action planning

Tools & Platforms

LLM Playgrounds | Agent framework demos | Workflow visualization tools | No-code agent builders

Case Studies & Projects

- Customer support agent design
- Research assistant agent
- Automated reporting agent

Delivery Format

Live conceptual workshops • Demo sessions • Design exercises • Group discussions • Hands-on labs

Career Outcome: Positions learners at the forefront of AI innovation — relevant for AI strategy, product management, and technical leadership roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

RAG Basics & Enterprise Knowledge Workflows

Teaches Retrieval-Augmented Generation (RAG) concepts for enterprise knowledge management. Covers how to connect AI with organizational data for accurate, contextual responses.

Who It's For

Knowledge managers • IT and data teams • AI implementation leads • Enterprise architects • Technical product managers

Learning Outcomes

- ✓ Understand RAG architecture and how it improves AI accuracy
- ✓ Design knowledge workflows using retrieval and generation
- ✓ Evaluate embedding and vector database concepts
- ✓ Plan enterprise RAG implementations
- ✓ Address data quality and governance in RAG systems

Module Outline (8 Modules)

#	Module	Topics Covered
1	Introduction to RAG	Why RAG matters • Architecture overview • Retrieval vs generation • Use cases • Comparison with fine-tuning
2	Embeddings and Vector Databases	What are embeddings • Vector search basics • Database options • Similarity concepts • Indexing strategies
3	Document Processing	Chunking strategies • Metadata extraction • Format handling • Quality considerations • Pipeline design
4	Retrieval Strategies	Semantic search • Hybrid search • Re-ranking • Context window management • Relevance optimization
5	Generation and Response Quality	Prompt engineering for RAG • Citation and attribution • Hallucination reduction • Response formatting • Quality metrics
6	Enterprise Implementation	Data governance • Security considerations • Scalability planning • Integration patterns • Change management
7	Hands-On RAG Workshop	Build a simple RAG pipeline • Test with real documents • Evaluate quality • Iterate and improve • Demo preparation
8	Capstone: Enterprise RAG Design	Use case selection • Architecture design • Implementation roadmap • Governance plan • Final presentation

Tools & Platforms

Vector DB Demos | LLM Playgrounds | Document processing tools | RAG evaluation frameworks

Case Studies & Projects

- Enterprise knowledge base with RAG
- Customer support knowledge system
- Internal policy Q&A system

Delivery Format

Live technical workshops • Hands-on labs • Architecture design sessions • Group projects • Demo reviews

Career Outcome: Prepares learners for AI implementation roles focused on enterprise knowledge management and intelligent search systems.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Applied AI for PMs, Marketers, HR & Ops

Function-specific AI application program that teaches professionals how to integrate AI into their daily workflows — from project management to marketing, HR, and operations.

Who It's For

Project managers • Marketing professionals • HR teams • Operations managers • Business analysts

Learning Outcomes

- ✓ Apply AI tools to function-specific workflows
- ✓ Automate routine tasks using AI assistants
- ✓ Create AI-enhanced reports and communications
- ✓ Evaluate AI tool options for your department
- ✓ Build function-specific prompt libraries

Module Outline (8 Modules)

#	Module	Topics Covered
1	AI for Project Managers	Risk analysis with AI • Status report generation • Meeting summaries • Stakeholder communications • Resource planning support
2	AI for Marketing	Content generation • Campaign analysis • Customer insights • Social media optimization • Brand voice consistency
3	AI for HR	Job description writing • Interview preparation • Policy drafting • Employee communication • Training content creation
4	AI for Operations	Process documentation • SOP generation • Incident analysis • Vendor communication • Performance reporting
5	Cross-Functional AI Workflows	Multi-department use cases • Collaboration with AI • Knowledge sharing • Standardization • Best practices
6	AI Tool Evaluation	Tool comparison frameworks • Pilot planning • ROI measurement • Security assessment • Vendor evaluation
7	Building Your AI Toolkit	Prompt templates • Workflow automation • Integration planning • Team training • Documentation
8	Capstone: Function AI Transformation	Personal transformation plan • Team workshop design • Metrics definition • Presentation • Peer feedback

Tools & Platforms

ChatGPT | Copilot | Gemini | Function-specific AI tools | Automation platforms

Case Studies & Projects

- PM productivity transformation
- Marketing content automation
- HR process optimization

Delivery Format

Role-specific workshops • Hands-on exercises • Case discussions • Tool demos • Action planning

Career Outcome: Makes any professional more productive and AI-capable within their existing role — a cross-functional career accelerator.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Responsible AI & AI Governance

Comprehensive program on AI ethics, governance frameworks, risk management, and responsible deployment. Essential for organizations implementing AI at scale.

Who It's For

AI program leads • Compliance and governance teams • Risk managers • Senior leaders • Policy and ethics professionals

Learning Outcomes

- ✓ Understand AI ethics principles and governance frameworks
- ✓ Design AI governance structures for organizations
- ✓ Identify and mitigate AI risks including bias and privacy
- ✓ Create responsible AI policies and guidelines
- ✓ Lead AI governance initiatives in enterprises

Module Outline (8 Modules)

#	Module	Topics Covered
1	AI Ethics Foundations	Ethical principles • Fairness and bias • Transparency • Accountability • Human oversight
2	AI Governance Frameworks	Governance models • Policy design • Standards and regulations • Organizational structures • Maturity assessment
3	Risk Management in AI	Risk identification • Impact assessment • Mitigation strategies • Monitoring and review • Incident response
4	Bias Detection and Mitigation	Types of bias • Detection methods • Mitigation techniques • Testing approaches • Ongoing monitoring
5	Privacy and Data Protection	Data governance • Privacy by design • Consent management • Cross-border considerations • Regulatory compliance
6	AI Regulatory Landscape	Global regulations • Industry-specific requirements • Emerging standards • Compliance planning • Future trends
7	Building an AI Governance Program	Stakeholder alignment • Policy development • Training and awareness • Review processes • Continuous improvement
8	Capstone: AI Governance Framework	Organization assessment • Framework design • Implementation plan • Presentation • Peer review

Tools & Platforms

AI governance templates | Risk assessment frameworks | Bias detection tools | Policy documentation templates

Case Studies & Projects

- Enterprise AI governance setup
- Bias incident analysis
- Regulatory compliance case

Delivery Format

Expert-led seminars • Case study workshops • Policy drafting exercises • Group discussions • Framework design labs

Career Outcome: Positions professionals as AI governance leaders — critical for enterprises deploying AI responsibly at scale.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

No-Code AI for Business Teams

Enables non-technical professionals to build AI solutions using no-code platforms. Covers workflow automation, chatbot building, data analysis, and AI-powered business processes.

Who It's For

Business analysts • Operations teams • Marketing professionals • Non-technical managers • Citizen developers

Learning Outcomes

- ✓ Build AI-powered workflows without coding
- ✓ Create chatbots and automated responses
- ✓ Design data analysis pipelines using no-code tools
- ✓ Integrate AI into existing business processes
- ✓ Evaluate and select no-code AI platforms

Module Outline (8 Modules)

#	Module	Topics Covered
1	No-Code AI Landscape	Platform overview • Capabilities and limitations • Use case mapping • Selection criteria • Getting started
2	Workflow Automation with AI	Trigger design • Action configuration • AI-enhanced steps • Error handling • Testing workflows
3	Building AI Chatbots	Conversation design • Intent mapping • Response configuration • Testing and iteration • Deployment
4	Data Analysis Without Code	Data import • AI-powered analysis • Visualization • Insights generation • Report creation
5	Document Processing Automation	Document intake • Data extraction • Classification • Routing logic • Quality assurance
6	Integration and Scaling	API basics • Platform connections • Scaling considerations • Maintenance planning • Team collaboration
7	Business Process Optimization	Process mapping • AI opportunity identification • Implementation planning • Measurement • Iteration
8	Capstone: Build Your AI Solution	Problem selection • Solution design • Implementation • Testing • Presentation

Tools & Platforms

No-code AI platforms | Automation tools | Chatbot builders | Data visualization tools | Integration platforms

Case Studies & Projects

- Automated customer intake process
- AI-powered data reporting
- No-code chatbot for FAQ

Delivery Format

Hands-on workshops • Platform walkthroughs • Building exercises • Group projects • Demo sessions

Career Outcome: Empowers non-technical professionals to create AI solutions independently — a key capability for digital transformation.

CYBERSECURITY

Cybersecurity

5 programs across exam prep, applied competency development, and industry tracks.

EXAM PREP PROGRAM

ISC2 Certified in Cybersecurity (CC)

Builds entry-level cybersecurity knowledge covering security principles, access controls, network security, incident response, and business continuity basics.

Who It's For

Students and graduates • Career changers • Entry-level IT learners • Non-technical professionals entering cyber

Learning Outcomes

- ✓ Understand core cybersecurity terminology and principles
- ✓ Recognize common security controls and access concepts
- ✓ Explain basic network-security and operations ideas
- ✓ Interpret incident response and continuity concepts
- ✓ Build readiness for ISC2 CC certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Security Principles and Terminology	CIA triad • Basic risk concepts • Threats and vulnerabilities • Policies and controls • Security language
2	Access Controls and Identity Basics	Authentication and authorization • Least privilege • MFA basics • Provisioning concepts • Role awareness
3	Network Security Fundamentals	Networks and attack surfaces • Security-device awareness • Secure connectivity • Monitoring support • Protection themes
4	Security Operations Basics	Logs and alerts • Operational visibility • Configuration discipline • Security awareness • Support processes
5	Incident Response and Recovery	Detection to response • Escalation basics • Containment • Documentation • Recovery logic
6	Business Continuity and Resilience	Backups • Continuity basics • Disaster recovery • Operational resilience • Business impact
7	Practice Questions and Revision	Question drills • Topic revision • Error analysis • Weak-area improvement • Mock strategy
8	Final Mock and Readiness Sprint	Full mock • Exam strategy • Time management • Revision checklist • Confidence check

Tools & Platforms

SIEM Demo Environments | Practice test bank | Security concept maps | Domain summary sheets

Case Studies & Projects

- Phishing response exercise
- Access-control scenario
- Cyber-awareness plan for a small business

Delivery Format

Live sessions • Recorded revision • Cyber scenario discussions • Practice quizzes and mocks

Career Outcome: Entry-level cybersecurity credential useful for newcomers and junior cyber-support roles.

EXAM PREP PROGRAM

CompTIA Security+

Builds strong foundational cybersecurity capability across threats, vulnerabilities, architecture, identity, risk, operations, and incident response.

Who It's For

Entry-level cybersecurity learners • IT support professionals • Network and systems admins • SOC aspirants

Learning Outcomes

- ✓ Understand security architecture and threat concepts
- ✓ Apply identity, access, and security-control logic
- ✓ Interpret incidents, vulnerabilities, and response basics
- ✓ Connect security operations with governance and risk
- ✓ Build readiness for Security+ certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Threats, Attacks, and Vulnerabilities	Threat actors • Attack vectors • Vulnerability basics • Common defenses • Risk framing
2	Security Architecture and Design	Network and system security • Segmentation awareness • Secure design basics • Control layering • Architecture review
3	IAM and Authentication Controls	Identity fundamentals • Authentication methods • MFA • Access management • Account protection
4	Security Operations and Monitoring	Operational security • Monitoring support • Detection basics • Configuration hygiene • Operational readiness
5	Incident Response and Resilience	Incident lifecycle • Response planning • Resilience awareness • Recovery basics • Lessons learned
6	Governance, Risk, and Compliance	Risk reviews • Policies and controls • Compliance basics • Documentation • Governance perspective
7	Practice Exams and Scenario Drills	Question analysis • Scenario solving • Weak-area review • Topic consolidation • Mock routines
8	Final Revision and Readiness	Exam strategy • Summary notes • Confidence check • Last-mile revision • Checklist

Tools & Platforms

SIEM Demo Environments | IAM Labs | Security control maps | Cyber scenario worksheets

Case Studies & Projects

- Risk-based security recommendation
- Identity compromise scenario
- Incident-response checklist design

Delivery Format

Live exam-prep sessions • Scenario-based workshops • Practice exams • Recorded revision modules

Career Outcome: One of the most recognized baseline cybersecurity certifications for support, junior security, and systems roles.

EXAM PREP PROGRAM

Cisco CCST Cybersecurity

Entry-level Cisco-aligned cybersecurity learning covering threats, vulnerabilities, access, monitoring, incident basics, and security awareness.

Who It's For

Students and entry-level cyber learners • Network learners shifting to cyber • Early-career support teams • Fresh graduates exploring SOC pathways

Learning Outcomes

- ✓ Understand cybersecurity basics in a job-oriented way
- ✓ Interpret threats, vulnerabilities, and basic security controls
- ✓ Recognize monitoring and incident-awareness fundamentals
- ✓ Build entry-level cyber confidence
- ✓ Prepare for beginner cyber pathways and SOC-adjacent roles

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cybersecurity Fundamentals	Core terminology • Threat awareness • Basic controls • Business relevance • Foundational mindset
2	Threats, Attacks, and Vulnerabilities	Common attack patterns • Risk indicators • Exploit awareness • Defensive thinking • Response awareness
3	Security Controls and Access	Access controls • Account protection • Security devices • Identity basics • Role-based responsibility
4	Network and Endpoint Security	Endpoint hygiene • Secure networks • Detection signals • User-risk awareness • Control points
5	Monitoring and Incident Basics	Alert concepts • Review basics • Escalation awareness • Documentation • First response
6	Governance and Safe-Use Practices	Policy awareness • Safe behavior • Reporting discipline • Review expectations • Role ownership
7	Practice Quizzes and Reviews	Question practice • Error review • Topic reinforcement • Revision support • Readiness check
8	Final Readiness Recap	Summary notes • Career-path review • Exam support • Confidence check • Checklist

Tools & Platforms

SIEM Demo Environments | Policy Simulators | Practice quizzes | Security scenario worksheets

Case Studies & Projects

- SOC awareness exercise
- Endpoint hygiene scenario
- Security policy awareness

Delivery Format

Live sessions • Recorded modules • Guided labs • Practice quizzes

Career Outcome: Supports entry-level cybersecurity awareness and readiness for Cisco cyber pathways and SOC-adjacent roles.

EXAM PREP PROGRAM

Cisco CCNA Cybersecurity

Intermediate-level Cisco cybersecurity training covering network security operations, security monitoring, host-based analysis, and network intrusion analysis concepts.

Who It's For

CCST-certified learners • Network engineers moving to security • SOC analyst aspirants • Infrastructure professionals

Learning Outcomes

- ✓ Implement network security monitoring concepts
- ✓ Analyze host-based and network-based security events
- ✓ Understand security operations center workflows
- ✓ Apply Cisco security tools and technologies
- ✓ Build readiness for CCNA Cybersecurity certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Security Operations Foundations	SOC overview • Security monitoring concepts • Data types and sources • Workflow basics • Tool orientation
2	Network Security Monitoring	Traffic analysis • Protocol awareness • Anomaly detection • Log analysis • Alert triage
3	Host-Based Analysis	Endpoint monitoring • Process analysis • File integrity • Registry awareness • Malware indicators
4	Network Intrusion Analysis	IDS/IPS concepts • Signature-based detection • Behavioral analysis • Packet capture basics • Incident correlation
5	Security Policies and Procedures	Incident handling • Escalation procedures • Documentation standards • Compliance requirements • Team coordination
6	Cisco Security Technologies	Firewall concepts • VPN awareness • Access control lists • Security appliances • Management platforms
7	Scenario Labs and Practice	Alert analysis exercises • Incident triage practice • Log review scenarios • Tool practice • Mock SOC exercises
8	Exam Prep and Final Review	Mock exams • Weak-area focus • Revision strategy • Time management • Readiness checkpoint

Tools & Platforms

SIEM Demo Environments | IAM Labs | Endpoint Hygiene Labs | Policy Simulators

Case Studies & Projects

- SOC alert triage scenario
- Network intrusion investigation
- Incident response simulation

Delivery Format

Live technical sessions • Lab exercises • Scenario workshops • Mock exams • Recorded modules

Career Outcome: Prepares learners for SOC analyst and network security roles with Cisco-aligned methodology.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Cyber Foundations for Non-Tech Users

Security awareness program for non-technical employees. Covers safe browsing, phishing awareness, password hygiene, data handling, and organizational security policies.

Who It’s For

All employees • Non-technical staff • New hires • Management teams • Remote workers

Learning Outcomes

- ✓ Recognize phishing and social engineering attempts
- ✓ Practice safe password and device hygiene
- ✓ Handle sensitive data according to policy
- ✓ Report security incidents properly
- ✓ Understand organizational security responsibilities

Module Outline (8 Modules)

#	Module	Topics Covered
1	Why Security Matters	Threat landscape overview • Real-world breach examples • Personal and organizational risk • Security culture • Everyone’s role
2	Phishing and Social Engineering	Email threats • SMS and voice phishing • Social media risks • Spotting red flags • Reporting procedures
3	Password and Access Hygiene	Strong passwords • Password managers • MFA setup • Account security • Access discipline
4	Safe Browsing and Device Security	Secure browsing habits • Software updates • Public Wi-Fi risks • Device encryption • Mobile security
5	Data Handling and Privacy	Data classification • Sharing guidelines • Storage best practices • Privacy regulations • Clean desk policy
6	Incident Reporting	What to report • How to report • Timeline expectations • Escalation awareness • Follow-up responsibilities
7	Remote Work Security	Home office setup • VPN usage • Video call security • Document handling • Communication tools
8	Security Quiz and Action Plan	Knowledge check • Personal security audit • Action items • Team commitments • Ongoing awareness

Tools & Platforms

Phishing simulation tools | Password managers | Security awareness platform | Incident reporting templates

Case Studies & Projects

- Phishing attack simulation
- Data breach scenario
- Social engineering exercise

Delivery Format

Interactive workshops • E-learning modules • Simulation exercises • Quick reference guides

Career Outcome: Builds security-aware culture across organizations — essential for all employees regardless of role.

CLOUD & DEVOPS

Cloud & DevOps

10 programs across exam prep, applied competency development, and industry tracks.

EXAM PREP PROGRAM

Azure Fundamentals (AZ-900)

Builds understanding of cloud concepts, core Azure services, management, governance, pricing, and security basics. Ideal as a first cloud certification.

Who It's For

Students • Early-career IT professionals • Career switchers • Technical sales • Managers needing cloud literacy

Learning Outcomes

- ✓ Explain cloud models and Azure concepts
- ✓ Identify Azure services
- ✓ Understand governance and security basics
- ✓ Interpret pricing models
- ✓ Build exam readiness

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cloud Computing Foundations	Cloud models • IaaS/PaaS/SaaS • Public/private/hybrid cloud • Business value • Azure positioning
2	Azure Architecture and Core Services	Regions and zones • Compute services • Storage services • Networking • Solution patterns
3	Identity and Governance	Microsoft Entra • RBAC • Policy basics • Security basics • Compliance
4	Pricing and Support	Pricing models • Cost drivers • Support options • SLAs • Cost optimization
5	Management Tools	Azure portal • Resource groups • Subscriptions • Monitoring • Admin workflows
6	Architecture Patterns	App hosting • Data patterns • Networking examples • Governance scenarios • Migration
7	Practice Questions	Question analysis • Topic review • Weak-area focus • Readiness check • Revision mapping
8	Final Revision	Summary notes • Revision sprint • Exam strategy • Confidence areas • Checklist

Tools & Platforms

Azure Portal | Azure pricing calculator | Mock test platform | Documentation maps

Case Studies & Projects

- Cloud migration for small business
- Azure service selection
- Business requirement mapping

Delivery Format

Live sessions • Recorded modules • Portal demos • Practice quizzes and mocks

Career Outcome: Strong entry credential for cloud literacy and beginner cloud-career paths.

EXAM PREP PROGRAM

Azure Administrator (AZ-104)

Real-world Azure administration across identities, governance, storage, virtual networks, compute, monitoring, and operational control.

Who It's For

System administrators • Cloud support engineers • Infrastructure teams • Azure learners progressing from fundamentals

Learning Outcomes

- ✓ Provision and manage Azure resources
- ✓ Configure storage and networks
- ✓ Apply identity and governance controls
- ✓ Monitor workloads
- ✓ Build admin-level readiness

Module Outline (8 Modules)

#	Module	Topics Covered
1	Administration Role and Tenants	Subscriptions • Resource groups • Admin responsibilities • Environment setup • Operational model
2	Identity, Access, and Governance	Role assignments • Policy basics • Tagging • Management groups • Admin controls
3	Storage and Compute	Virtual machines • Storage accounts • Availability • Backup basics • Lifecycle ops
4	Virtual Networking	VNets and subnets • Connectivity • NSG awareness • Routing • Connectivity review
5	Monitoring and Recovery	Azure Monitor • Alerts • Backup and restore • Business continuity • Operational visibility
6	Security and Best Practices	Secure administration • Least privilege • Operational hygiene • Configuration reviews • Audit awareness
7	Hands-On Admin Labs	Provisioning drills • Access configuration • Resource review • Operational tasks • Scenario practice
8	Practice Tests and Review	Mock questions • Weak-area correction • Revision focus • Readiness checkpoints • Checklist

Tools & Platforms

Azure Portal | Azure Monitor | Microsoft Entra | Backup utilities

Case Studies & Projects

- Cloud environment provisioning
- Access and policy management
- Admin workflow setup

Delivery Format

Live technical sessions • Guided labs • Recorded walkthroughs • Practice tests

Career Outcome: Supports progression into Azure administration, cloud operations, and infrastructure-support roles.

EXAM PREP PROGRAM

AWS Cloud Practitioner

Foundational AWS knowledge across cloud concepts, pricing, core services, security, and shared responsibility.

Who It's For

Beginners in cloud • Students • Sales and pre-sales • Managers seeking AWS literacy • Career switchers

Learning Outcomes

- ✓ Explain cloud concepts and AWS infrastructure
- ✓ Identify key AWS services
- ✓ Understand billing and security basics
- ✓ Use AWS terminology confidently
- ✓ Prepare for AWS certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cloud Fundamentals and AWS	Cloud concepts • Global infrastructure • Value propositions • Shared responsibility • Service categories
2	Core AWS Services	Compute • Storage • Database • Networking • Serverless
3	Security and Shared Responsibility	IAM basics • Security controls • Customer vs provider • Compliance • Account hygiene
4	Pricing and Billing	Cost drivers • Pricing models • Support options • Billing basics • Optimization
5	Architecture and Use Cases	Reference patterns • Common workloads • Migration • Scalability • Service selection
6	Migration and Cloud Value	Business drivers • Modernization • Operational benefits • Risk awareness • Adoption planning
7	Practice Questions	Question drills • Topic review • Confidence tracking • Weak areas • Revision mapping
8	Final Revision and Mocks	Mock review • Summary notes • Exam strategy • Last-mile prep • Checklist

Tools & Platforms

AWS Console | Billing concepts | Practice exams | Service comparison sheets

Case Studies & Projects

- AWS for a startup
- Cloud cost exercise
- Map business solution to AWS

Delivery Format

Live classes • Recorded revision • Service maps • Practice quizzes and mocks

Career Outcome: Cloud entry point and stepping stone toward deeper AWS tracks.

EXAM PREP PROGRAM

AWS Solutions Architect Associate

Design secure, resilient, high-performing, and cost-optimized AWS solutions with architecture thinking and scenario solving.

Who It's For

Cloud engineers • Infrastructure professionals • Technical architects • DevOps learners

Learning Outcomes

- ✓ Design basic AWS architectures
- ✓ Compare service choices
- ✓ Apply security and performance principles
- ✓ Solve scenario-based questions
- ✓ Build architect-level readiness

Module Outline (8 Modules)

#	Module	Topics Covered
1	Architecture Principles	Well-architected thinking • Design trade-offs • Reliability • Performance/cost awareness • Security by design
2	Compute, Storage, and Database	EC2 and containers • S3 and storage patterns • Managed databases • Serverless • Selection trade-offs
3	Networking	VPC basics • Subnets and routing • Security groups • Connectivity options • Private/public design
4	IAM, Security, and Resilience	Identity controls • Encryption • HA basics • Disaster recovery • Resilience design
5	Cost and Performance	Sizing decisions • Scaling patterns • Cost monitoring • Performance efficiency • Optimization
6	Monitoring and Operations	CloudWatch • Operational reviews • Logging • Runbook thinking • Support model
7	Scenario Labs	Case analysis • Architecture diagrams • Trade-off justification • Security scenarios • Cost decisions
8	Practice Exams and Revision	Mock tests • Topic reviews • Architecture recap • Exam strategy • Checklist

Tools & Platforms

AWS Console | Architecture diagrams | Builder labs | Mock exam platform

Case Studies & Projects

- E-commerce architecture
- Disaster recovery
- Secure scalable solution design

Delivery Format

Live technical sessions • Architecture workshops • Recorded reviews • Mock tests

Career Outcome: Aligned to AWS associate-level architecture pathway for cloud-engineering and architecture roles.

EXAM PREP PROGRAM

Google Cloud Digital Leader

Cloud-business fluency using Google Cloud covering digital transformation, data, AI, trust, security, and operations.

Who It's For

Business and transformation professionals • Consulting and pre-sales teams • Managers • Students

Learning Outcomes

- ✓ Describe GCP digital transformation support
- ✓ Understand GCP business use cases
- ✓ Explain trust, security, and AI concepts
- ✓ Connect cloud strategy to outcomes
- ✓ Build certification readiness

Module Outline (8 Modules)

#	Module	Topics Covered
1	Cloud and Digital Transformation	Transformation drivers • Cloud-business alignment • Modernization • Business outcomes • Strategic positioning
2	Data Transformation	Data and analytics • Platform overview • Use cases • Business value • Adoption considerations
3	AI and Innovation	AI use cases • Data-to-AI pipeline • Innovation examples • Responsible use • Business implications
4	Infrastructure and Applications	Infrastructure basics • Modern application patterns • Scalability • Reliability • Ops basics
5	Trust, Security, and Governance	Trust principles • Security framing • Governance • Compliance • Risk management
6	Scaling Operations	Operating models • FinOps • Service management • Business case logic • Transformation review
7	Practice Questions	Business question drills • Scenario mapping • Weak-area review • Revision support • Readiness indicators
8	Final Revision	Summary notes • Exam strategy • Concept consolidation • Self-check • Confidence review

Tools & Platforms

GCP Console | Product maps | Use-case frameworks | Practice quizzes

Case Studies & Projects

- Enterprise cloud transformation
- GCP AI evaluation
- Cloud-business approach recommendation

Delivery Format

Live classes • Recorded modules • Business scenario discussions • Practice exams

Career Outcome: Foundational credential for Google Cloud business knowledge.

EXAM PREP PROGRAM

Google Associate Cloud Engineer

Hands-on GCP administration covering project setup, resource deployment, IAM, operations, and solution maintenance.

Who It's For

Cloud admins • Support engineers • Platform learners • GCP beginners • Technical operations teams

Learning Outcomes

- ✓ Deploy and manage GCP resources
- ✓ Configure access and environments
- ✓ Operate and monitor cloud solutions
- ✓ Understand security and maintenance
- ✓ Build certification readiness

Module Outline (8 Modules)

#	Module	Topics Covered
1	GCP Environment Setup	Projects and accounts • Console navigation • Billing • Resource hierarchy • Setup discipline
2	Compute, Storage, Networking	Compute services • Storage options • Networking • Connectivity • Architecture context
3	IAM, Projects, Billing	IAM roles • Projects and folders • Billing controls • Org awareness • Least privilege
4	Deploying and Managing Solutions	Provisioning • Environment changes • Operational workflows • Config awareness • Maintenance
5	Monitoring and Logging	Monitoring concepts • Logging • Alerts • Operational visibility • Support tasks
6	Security Configuration	Identity hygiene • Resource protection • Config review • Secure defaults • Control points
7	Hands-On Labs	Deployment drills • Operational tasks • Troubleshooting • Scenario practice • Readiness review
8	Mock Tests and Review	Question bank • Weak-area analysis • Revision notes • Exam strategy • Checklist

Tools & Platforms

GCP Console | IAM tools | Monitoring and logging | Practice labs

Case Studies & Projects

- GCP provisioning for product team
- Operational support case
- Secure cloud environment config

Delivery Format

Live technical sessions • Lab demos • Recorded revision • Practice tests

Career Outcome: Aligns to Google's Associate Cloud Engineer path for deployment, operations, and security roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Cloud Fundamentals

Foundation-level cloud literacy covering core concepts, service models, deployment models, and multi-cloud awareness for non-certified learners.

Who It's For

Students • Freshers • Career switchers • Non-technical professionals • Managers

Learning Outcomes

- ✓ Understand cloud computing fundamentals
- ✓ Differentiate IaaS, PaaS, SaaS
- ✓ Explain multi-cloud concepts
- ✓ Evaluate cloud benefits for business
- ✓ Navigate cloud consoles

Module Outline (8 Modules)

#	Module	Topics Covered
1	What is Cloud Computing?	Definition and evolution • Service models • Deployment models • Key benefits • Industry adoption
2	Cloud Service Models Deep Dive	IaaS use cases • PaaS use cases • SaaS use cases • Comparison • Selection criteria
3	Multi-Cloud Awareness	AWS overview • Azure overview • GCP overview • Comparison • Strategy considerations
4	Cloud Economics	Cost models • TCO thinking • OpEx vs CapEx • Budgeting • ROI evaluation
5	Cloud Security Basics	Shared responsibility • Identity basics • Data protection • Compliance • Best practices
6	Cloud Use Cases	Web applications • Data analytics • AI/ML workloads • DevOps • Disaster recovery
7	Hands-On Exploration	Console walkthroughs • Resource creation • Basic monitoring • Cost awareness • Cleanup discipline
8	Cloud Readiness Assessment	Knowledge check • Career path mapping • Certification options • Next steps • Action plan

Tools & Platforms

AWS Console | Azure Portal | GCP Console | Cloud cost calculators

Case Studies & Projects

- Small business cloud migration
- Startup cloud strategy
- Enterprise cloud adoption

Delivery Format

Live sessions • Interactive demos • Group exercises • Assessment quizzes

Career Outcome: Builds cloud literacy foundation for any career path involving cloud technologies.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Linux Essentials

Foundational Linux skills for cloud and DevOps practitioners. Covers command line, file system, permissions, processes, and shell scripting basics.

Who It’s For

Students • Cloud learners • DevOps aspirants • IT support professionals • Developers

Learning Outcomes

- ✓ Navigate Linux command line
- ✓ Manage files and permissions
- ✓ Understand process management
- ✓ Write basic shell scripts
- ✓ Configure Linux environments

Module Outline (8 Modules)

#	Module	Topics Covered
1	Linux Fundamentals	Linux history and distributions • Installation • Desktop vs server • Boot process • System architecture
2	Command Line Basics	Shell navigation • File operations • Text manipulation • Pipes and redirection • Command help
3	File System and Permissions	File system hierarchy • Permission model • Ownership • Special permissions • ACLs basics
4	User and Group Management	User creation • Group management • Password policies • sudo configuration • Access control
5	Process Management	Process basics • Monitoring • Background processes • Scheduling • Resource awareness
6	Networking Basics in Linux	Network configuration • Connectivity tools • DNS awareness • Firewall basics • Troubleshooting
7	Shell Scripting Basics	Script structure • Variables • Conditionals • Loops • Practical scripts
8	Linux for Cloud and DevOps	Cloud instance management • Container basics • SSH and remote access • Automation readiness • Next steps

Tools & Platforms

Linux Labs | Terminal environments | Shell scripting tools | SSH tools

Case Studies & Projects

- Server setup exercise
- Permission troubleshooting
- Automation script development

Delivery Format

Live sessions • Lab exercises • Hands-on practice • Recorded demos

Career Outcome: Essential foundation for cloud, DevOps, and system administration career paths.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Containers & Docker

Comprehensive Docker training covering containerization concepts, image building, networking, storage, orchestration basics, and production best practices.

Who It's For

Developers • DevOps engineers • Cloud engineers • System administrators • Platform teams

Learning Outcomes

- ✓ Understand containerization concepts
- ✓ Build and manage Docker images
- ✓ Configure container networking and storage
- ✓ Deploy multi-container applications
- ✓ Apply container security best practices

Module Outline (8 Modules)

#	Module	Topics Covered
1	Container Fundamentals	What are containers • Container vs VM • Docker architecture • Installation • Basic commands
2	Docker Images	Image concepts • Dockerfile basics • Building images • Image management • Registry usage
3	Container Networking	Network types • Port mapping • Container communication • DNS in Docker • Network troubleshooting
4	Container Storage	Volume types • Bind mounts • Volume management • Data persistence • Backup strategies
5	Docker Compose	Multi-container apps • Compose file syntax • Service definition • Environment management • Scaling basics
6	Container Security	Image security • Runtime security • Secrets management • Network policies • Scanning tools
7	Production Best Practices	Image optimization • Health checks • Logging and monitoring • CI/CD integration • Cleanup strategies
8	Capstone: Containerize an Application	Application analysis • Dockerfile creation • Compose setup • Testing • Documentation

Tools & Platforms

Docker | Docker Compose | Container registries | Docker Desktop

Case Studies & Projects

- Microservices containerization
- Development environment setup
- CI/CD pipeline with Docker

Delivery Format

Live technical sessions • Hands-on labs • Building exercises • Recorded walkthroughs

Career Outcome: Core competency for DevOps, cloud engineering, and platform engineering roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Kubernetes Operations

Comprehensive Kubernetes training covering cluster management, workload deployment, networking, storage, security, and operational best practices.

Who It's For

DevOps engineers • Cloud engineers • Platform engineers • System administrators • Container-experienced professionals

Learning Outcomes

- ✓ Understand Kubernetes architecture
- ✓ Deploy and manage workloads
- ✓ Configure networking and storage
- ✓ Implement security controls
- ✓ Troubleshoot common issues

Module Outline (8 Modules)

#	Module	Topics Covered
1	Kubernetes Architecture	Cluster components • Control plane • Worker nodes • etcd • Networking model
2	Workload Deployment	Pods • Deployments • Services • ConfigMaps and Secrets • Namespaces
3	Networking	Service types • Ingress • Network policies • DNS • Load balancing
4	Storage	Persistent Volumes • Storage Classes • StatefulSets • Volume management • Backup strategies
5	Security	RBAC • Pod security • Network policies • Secrets management • Audit logging
6	Monitoring and Observability	Metrics • Logging • Alerting • Health checks • Resource management
7	Troubleshooting	Pod issues • Networking problems • Storage issues • Performance • Common patterns
8	Capstone: Production Deployment	Application deployment • Scaling configuration • Monitoring setup • Security review • Documentation

Tools & Platforms

Kubernetes | kubectl | Helm | Monitoring tools | Container registries

Case Studies & Projects

- Production cluster setup
- Application migration to K8s
- Auto-scaling implementation

Delivery Format

Live technical sessions • Lab exercises • Cluster building practice • Recorded demos

Career Outcome: Essential for DevOps, platform engineering, and cloud-native application management roles.

DATA & BI

Data & BI

6 programs across exam prep, applied competency development, and industry tracks.

EXAM PREP PROGRAM

Databricks Data Engineer Associate

Prepares learners for the Databricks Data Engineer Associate certification covering data engineering concepts, ELT patterns, data pipelines, and Databricks platform essentials.

Who It's For

Data engineers • Analytics engineers • Data analysts moving to engineering • Cloud data professionals • Python developers in data

Learning Outcomes

- ✓ Understand data engineering fundamentals on Databricks
- ✓ Build and manage ELT pipelines
- ✓ Work with Delta Lake and Spark concepts
- ✓ Implement data quality and governance
- ✓ Build certification readiness

Module Outline (8 Modules)

#	Module	Topics Covered
1	Data Engineering Fundamentals	Data engineering role • Lakehouse architecture • Databricks platform overview • Workspace navigation • Notebook basics
2	ELT with Spark SQL	Reading data • Transformations • Joins and aggregations • Writing data • Performance basics
3	Delta Lake Essentials	Delta format • ACID transactions • Time travel • Schema evolution • Optimization
4	Data Pipeline Design	Batch pipelines • Incremental processing • Orchestration • Error handling • Monitoring
5	Data Quality and Governance	Data quality checks • Expectations framework • Unity Catalog basics • Access control • Lineage awareness
6	Production Data Engineering	Job scheduling • Cluster management • Cost optimization • Best practices • Documentation
7	Practice Labs	Pipeline building • Data transformation • Quality implementation • Performance tuning • Scenario exercises
8	Exam Prep and Review	Mock exams • Topic review • Weak-area focus • Exam strategy • Final checklist

Tools & Platforms

Databricks | Spark SQL | Delta Lake | Python notebooks | Unity Catalog

Case Studies & Projects

- End-to-end data pipeline
- Data quality framework
- Lakehouse migration

Delivery Format

Live technical sessions • Hands-on labs • Pipeline building exercises • Mock exams

Career Outcome: Aligned to Databricks Data Engineer Associate certification for data engineering roles.

EXAM PREP PROGRAM

Databricks GenAI Engineer Associate

Prepares learners for the Databricks GenAI Engineer Associate certification covering LLM concepts, RAG implementation, model serving, and GenAI application development on Databricks.

Who It’s For

Data engineers with AI interest • ML engineers • AI application developers • Data scientists • Platform engineers

Learning Outcomes

- ✓ Understand LLM concepts and GenAI fundamentals on Databricks
- ✓ Implement RAG patterns and vector search
- ✓ Serve and manage AI models
- ✓ Build GenAI applications
- ✓ Prepare for GenAI Engineer certification

Module Outline (8 Modules)

#	Module	Topics Covered
1	GenAI Fundamentals	LLM concepts • Transformer basics • Prompt engineering • Model comparison • Databricks AI overview
2	RAG Architecture	RAG concepts • Vector search • Embedding models • Document processing • Retrieval strategies
3	Model Serving	Serving endpoints • Model deployment • Scaling • A/B testing • Monitoring
4	GenAI Application Development	Application architecture • Chain design • Tool integration • Error handling • Testing
5	Data Preparation for AI	Document chunking • Data pipelines for AI • Quality assurance • Metadata management • Vector database management
6	Governance and Safety	AI governance • Content safety • Model evaluation • Bias detection • Compliance
7	Hands-On Labs	RAG implementation • Model serving setup • Application building • Evaluation framework • Performance optimization
8	Exam Prep and Review	Mock exams • Topic review • Scenario practice • Exam strategy • Readiness check

Tools & Platforms

Databricks | MLflow | Vector Search | Model Serving | Python

Case Studies & Projects

- Enterprise RAG system
- GenAI chatbot
- Document intelligence application

Delivery Format

Live technical sessions • Hands-on labs • Application building exercises • Mock exams

Career Outcome: Aligned to Databricks GenAI Engineer Associate certification for AI engineering roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Data Literacy

Foundational data skills program teaching how to read, understand, analyze, and communicate with data. Designed for non-technical professionals.

Who It's For

Business professionals • Managers • Non-technical staff • Students • Career starters

Learning Outcomes

- ✓ Read and interpret data accurately
- ✓ Understand basic statistics
- ✓ Create simple visualizations
- ✓ Make data-informed decisions
- ✓ Communicate findings effectively

Module Outline (8 Modules)

#	Module	Topics Covered
1	What is Data Literacy?	Data in business • Types of data • Data sources • Data quality • Critical thinking with data
2	Reading Data	Tables and spreadsheets • Charts and graphs • Statistical summaries • Trends and patterns • Common misinterpretations
3	Basic Statistics	Mean, median, mode • Distributions • Correlation basics • Percentages and ratios • Statistical significance
4	Data Visualization Basics	Chart types • When to use what • Design principles • Tools overview • Storytelling with charts
5	Data-Informed Decision Making	Hypothesis thinking • Evidence evaluation • Bias awareness • Decision frameworks • Risk assessment
6	Communicating with Data	Audience awareness • Narrative structure • Presentation design • Executive summaries • Q&A preparation
7	Data Ethics and Privacy	Data responsibility • Privacy basics • Bias in data • Governance awareness • Ethical considerations
8	Capstone: Data Story	Dataset analysis • Insight identification • Visualization creation • Presentation • Peer review

Tools & Platforms

Excel | Google Sheets | Basic visualization tools | Data templates

Case Studies & Projects

- Sales data interpretation
- Survey data analysis
- Marketing metrics dashboard

Delivery Format

Interactive workshops • Hands-on exercises • Group discussions • Presentation practice

Career Outcome: Builds foundational data capability for any professional role — a cross-functional career enabler.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Excel to SQL Progression

Bridges the gap from Excel-based analysis to SQL-powered data querying. Teaches relational thinking, query writing, and database concepts for analysts.

Who It’s For

Business analysts • Excel power users • Operations professionals • Aspiring data analysts • Reporting professionals

Learning Outcomes

- ✓ Understand relational database concepts
- ✓ Write SELECT queries with filters and joins
- ✓ Aggregate and group data
- ✓ Create subqueries
- ✓ Connect SQL to BI workflows

Module Outline (8 Modules)

#	Module	Topics Covered
1	From Excel to Databases	Why SQL matters • Tables vs sheets • Relational thinking • Data types • Database navigation
2	SELECT and Filtering	Basic queries • WHERE clause • Operators • Sorting • Limiting results
3	Joins and Relationships	Table relationships • INNER JOIN • LEFT JOIN • Multiple joins • Join strategy
4	Aggregation and Grouping	COUNT, SUM, AVG • GROUP BY • HAVING • Window functions intro • Reporting queries
5	Subqueries and CTEs	Subquery basics • Correlated subqueries • CTEs • Complex queries • Optimization basics
6	Data Manipulation	INSERT, UPDATE, DELETE • Data cleaning in SQL • String functions • Date functions • Type conversions
7	SQL for BI	Reporting queries • Dashboard data prep • Data extraction patterns • Scheduling awareness • BI tool connection
8	Capstone: Analysis Project	Business question • Query design • Analysis • Visualization • Presentation

Tools & Platforms

SQL Labs | Database environments | Excel | BI dashboards

Case Studies & Projects

- Sales data analysis
- Customer segmentation query
- Financial reporting with SQL

Delivery Format

Live sessions • SQL lab exercises • Hands-on practice • Query review sessions

Career Outcome: Transitions Excel users into SQL-capable analysts — essential for data, BI, and analytics roles.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

Python for Analysts

Teaches Python programming for data analysis, covering pandas, data manipulation, visualization, and automation for business analysts.

Who It's For

Business analysts • Data analysts • Excel power users • Reporting professionals • Aspiring data scientists

Learning Outcomes

- ✓ Write Python code for data analysis
- ✓ Use pandas for data manipulation
- ✓ Create visualizations with Python
- ✓ Automate repetitive data tasks
- ✓ Build analysis workflows

Module Outline (8 Modules)

#	Module	Topics Covered
1	Python Foundations	Variables and types • Control flow • Functions • Data structures • File I/O
2	Pandas Essentials	DataFrames • Data loading • Selection and filtering • Aggregation • Data cleaning
3	Data Manipulation	Merging datasets • Reshaping data • String operations • Date handling • Missing data
4	Data Visualization	Matplotlib basics • Seaborn for statistics • Chart customization • Interactive plots • Dashboard basics
5	Statistical Analysis	Descriptive statistics • Correlation • Distribution analysis • Hypothesis testing basics • Regression basics
6	Automation and Scripts	Report automation • Email generation • File processing • Scheduled tasks • Error handling
7	Real-World Analysis Projects	Customer analysis • Financial data • Marketing analytics • Operations data • Multi-source integration
8	Capstone: End-to-End Analysis	Problem definition • Data collection • Analysis • Visualization • Presentation

Tools & Platforms

Python | Jupyter Notebooks | pandas | matplotlib | seaborn

Case Studies & Projects

- Customer churn analysis
- Sales forecasting
- Marketing campaign analysis

Delivery Format

Live coding sessions • Lab exercises • Project work • Code review sessions

Career Outcome: Adds Python capability to analyst skill sets — essential for advanced analytics and data science paths.

APPLIED COMPETENCY DEVELOPMENT PROGRAM

BI Dashboards & Storytelling

Teaches how to design, build, and present business intelligence dashboards that drive decisions. Covers dashboard design principles, KPI selection, and data storytelling.

Who It’s For

Business analysts • BI developers • Reporting professionals • Managers • Data analysts

Learning Outcomes

- ✓ Design effective BI dashboards
- ✓ Select and define KPIs
- ✓ Tell stories with data
- ✓ Build interactive reports
- ✓ Present insights to stakeholders

Module Outline (8 Modules)

#	Module	Topics Covered
1	Dashboard Design Principles	Information hierarchy • Visual design • User experience • Cognitive load • Best practices
2	KPI Design and Selection	KPI frameworks • Metric types • Target setting • Benchmarking • Leading vs lagging
3	Building Dashboards	Tool setup • Data connections • Chart creation • Interactivity • Filters and slicers
4	Data Storytelling	Narrative structure • Context and comparison • Annotation techniques • Call to action • Audience awareness
5	Advanced Visualizations	Complex chart types • Maps and geo-data • Time series • Drill-down reports • Custom visuals
6	Performance and Optimization	Data model design • Query performance • Refresh strategies • Caching • Scalability
7	Stakeholder Communication	Executive presentations • Report distribution • Feedback loops • Change management • Training users
8	Capstone: Dashboard Project	Requirements gathering • Design and build • Testing • Presentation • Iteration

Tools & Platforms

Power BI-style Dashboards | Excel | Data Pipeline Demos | Presentation tools

Case Studies & Projects

- Executive KPI dashboard
- Sales performance dashboard
- Operations monitoring dashboard

Delivery Format

Live workshops • Dashboard building labs • Design reviews • Presentation practice

Career Outcome: Strengthens BI and reporting capability — essential for analyst, BI developer, and data-driven management roles.