Full Time Data Analytics 2

What being fully engaged looks like:

- On time to class
- Not absent without prior notification
- Labs and assignments completed on time
- Good team communication + participation
- Taking notes (preferably searchable notes, eg-Evernote)
- Ask questions, give feedback, communicate
- Respectful attention / engagement with *all* guest speakers
  - don’t have other windows open aside from note taking
  - cameras on
  - ask questions

Learning methods have been designed intentionally

Creation (**capstones**)

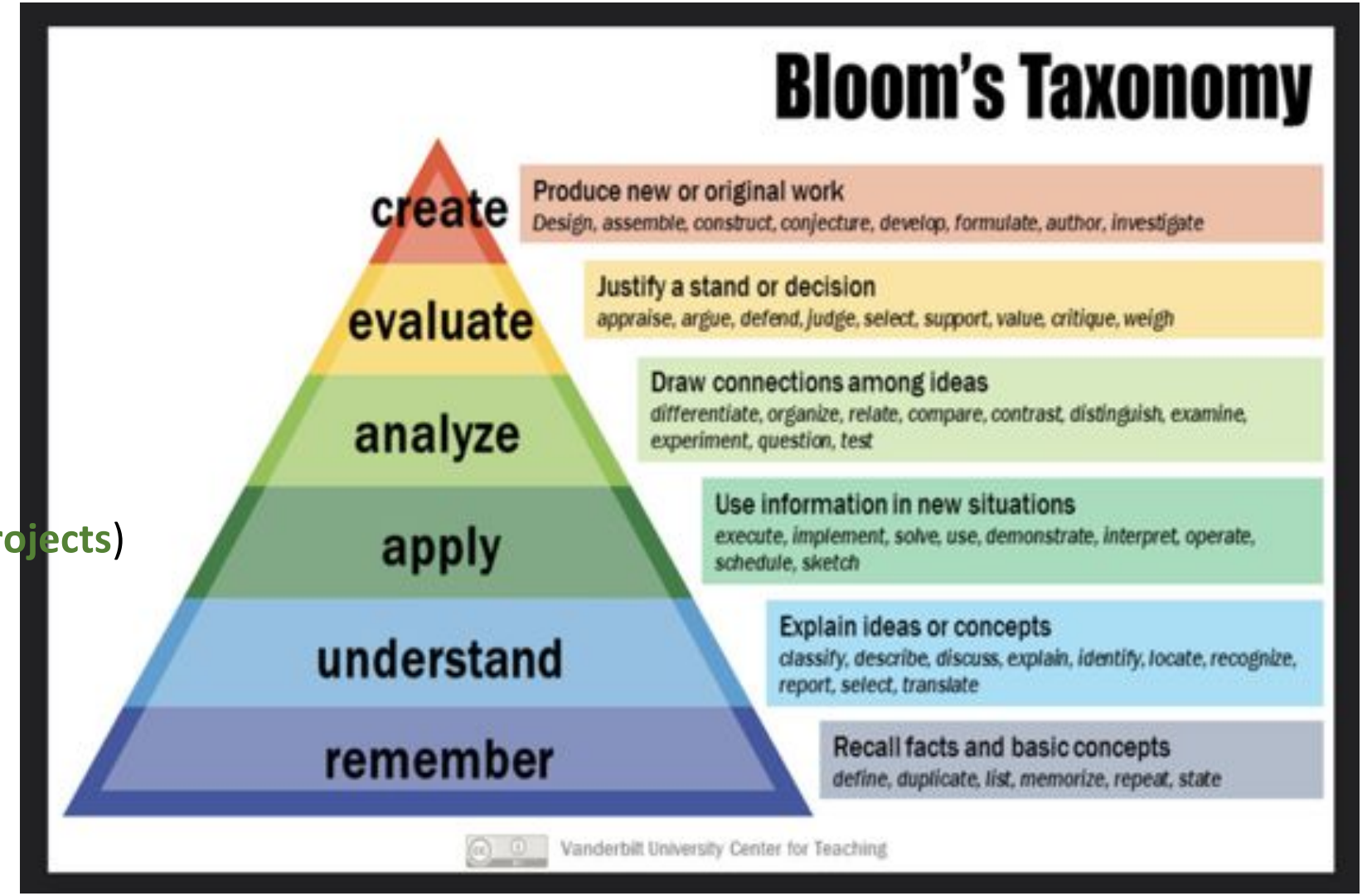
Evaluation (**teams + individual**)

Analysis (**teams + individual**)

Apply knowledge to new things (**projects**)

Explanation (**teams + rubber duck**)

Memorization (**individual**)



Working Remotely

- Fix technology issues first!
- Take breaks – walk around, stretch, give your brain a rest
- When in doubt, over-communicate
- Introverts push yourselves

Technologies we'll be using in the course:

1. Excel for about 3 weeks 
2. SQL for about 2 weeks 

3. PowerBI for about a week 

4. Tableau for about a week 

5. Python for Data Analysis for about 6 weeks 

Capstone project (you choose the technology!)

Also…an introduction to some productivity tools

Slack

Channels

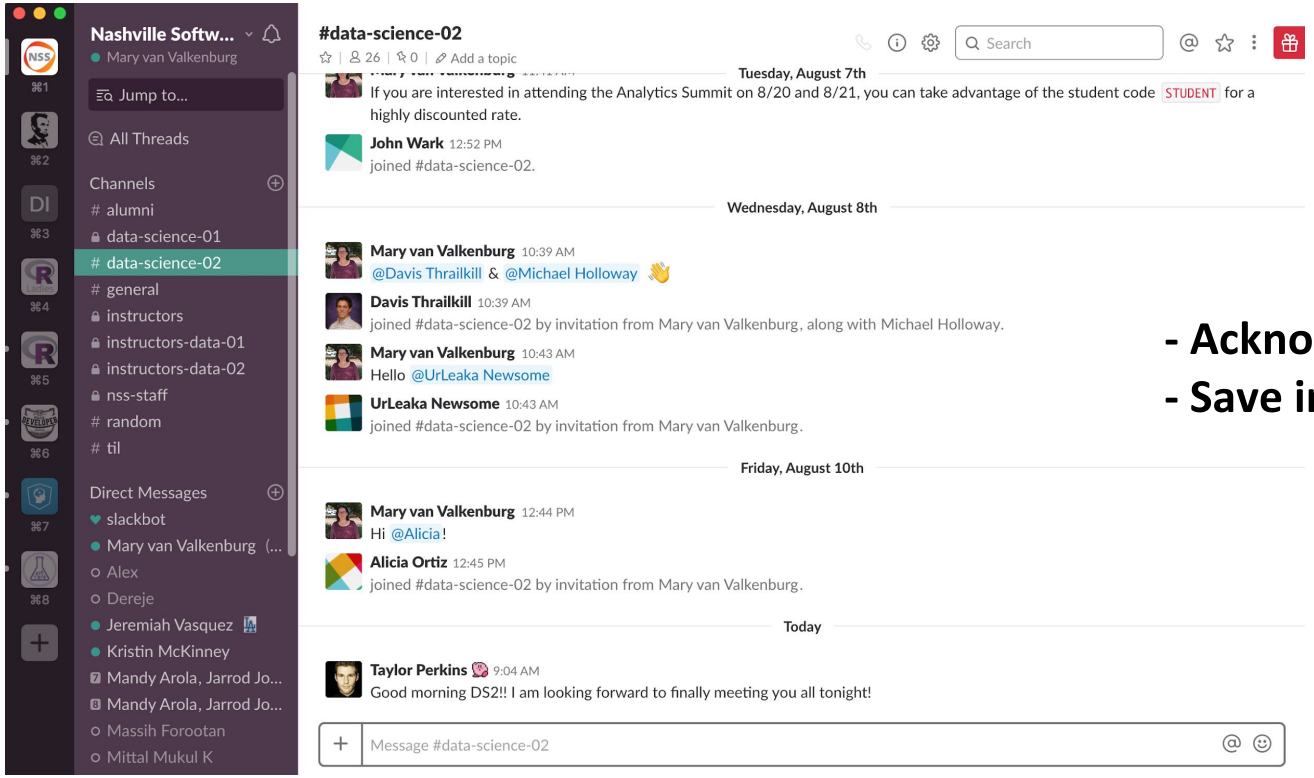
- use for teamwork and class communication
- public (anyone can see)

Tags

- notify a person by typing the person's user id (starting with @)
- notify an entire channel by typing **@channel (disabled for non-admins)**
- notify only the people who are online in a particular channel with **@here (disabled for non-admins)**

Direct Messages

- communicate privately (no @ needed)



- Acknowledge messages with :+1:

- Save important shared items (free slack has limitations)

Git and GitHub for tracking assignments, collaboration, and version control

Checklist for today:

1. Install git (https://git-scm.com/downloads)
2. Create a GitHub account (https://github.com/)
3. Send Cristina a DM on Slack with your GitHub account name
4. Mac users: Install Office365
5. Review: Intro to Spreadsheets (lecture and exercises)
6. Self assessment of skill level (give survey)