QA
POWERING POTENTIAL

L3 Data Essentials

**Module 1
Data Mindset in a Digital World**

2–day class-based learning

SCHEDULE: DAY 2

AM

- Trusted and reliable information sources

- **Activity 4** – Accessing open data sets

PM

- **Activity 5** – Importing web data with Power Query

- **Activity 6** – Data protection and security scenarios

Day 2

Data discussion question:

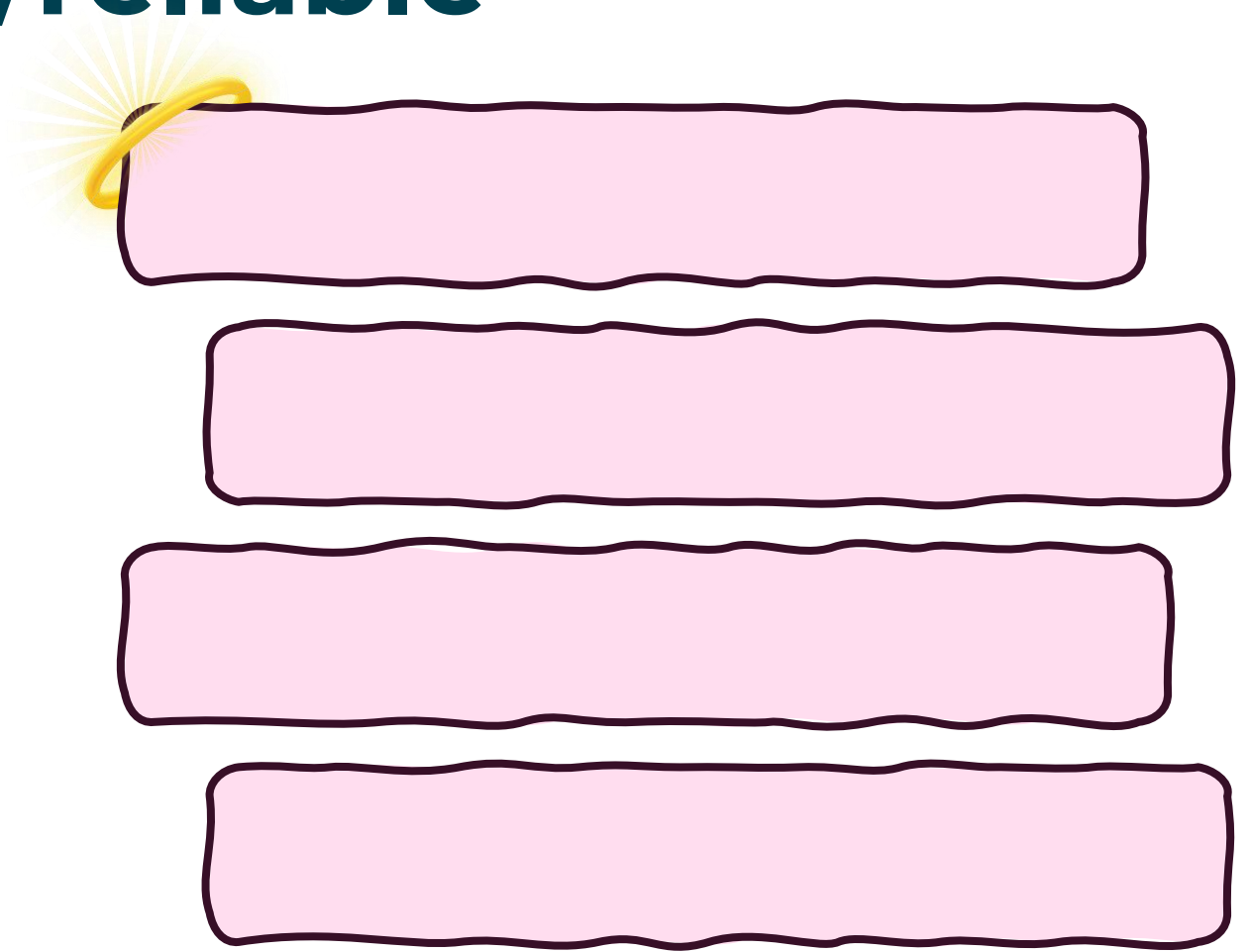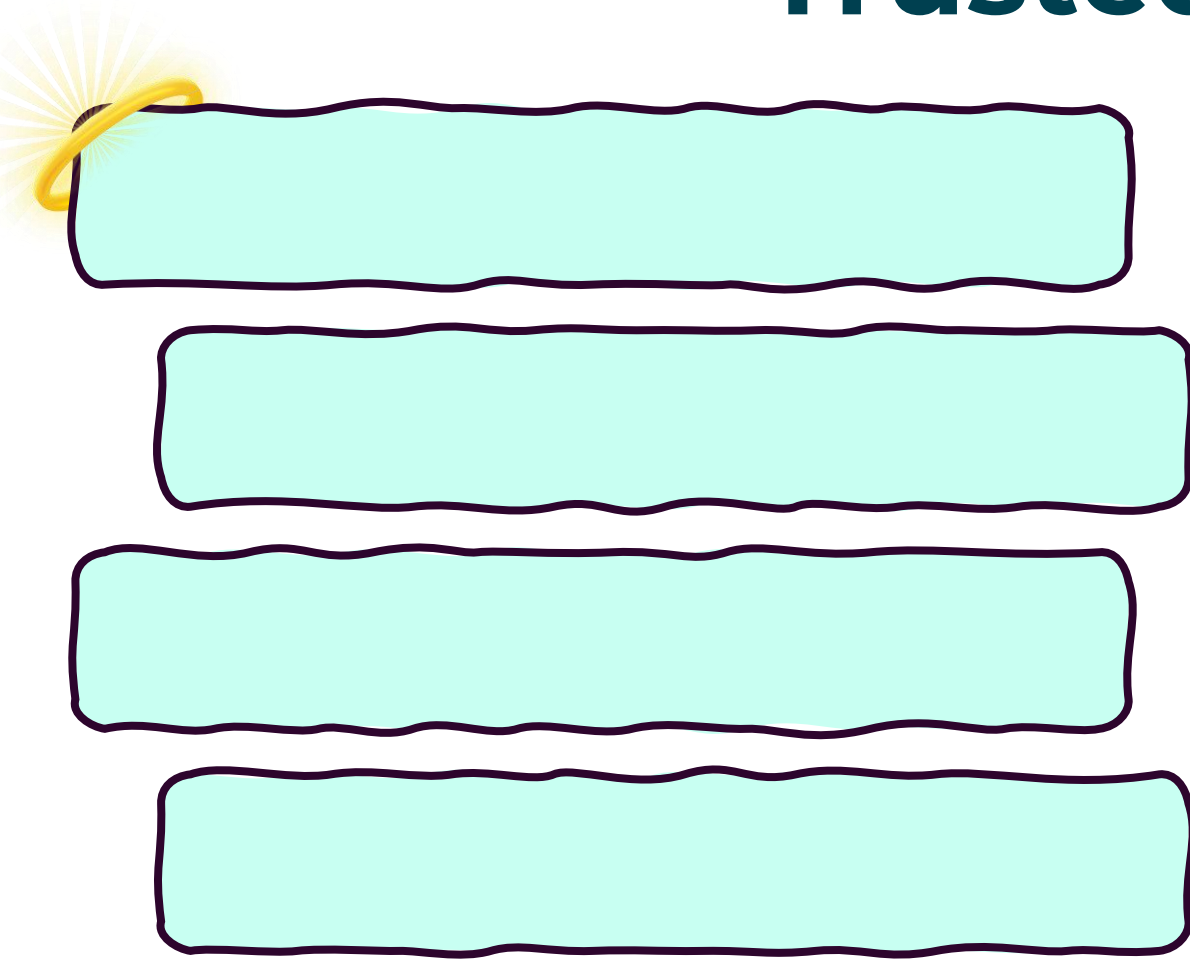## What do we mean by a trusted and untrusted information source?

(In order to make informed and accurate choices, decisions must be based on trusted and reliable information sources.)

1. In groups, spend 10 minutes thinking about why it is important to obtain data from a trusted and reliable information source, including examples of untrusted and unreliable information sources.

2. Spend a further 10 minutes to share your collective responses with the class in the next two slides.
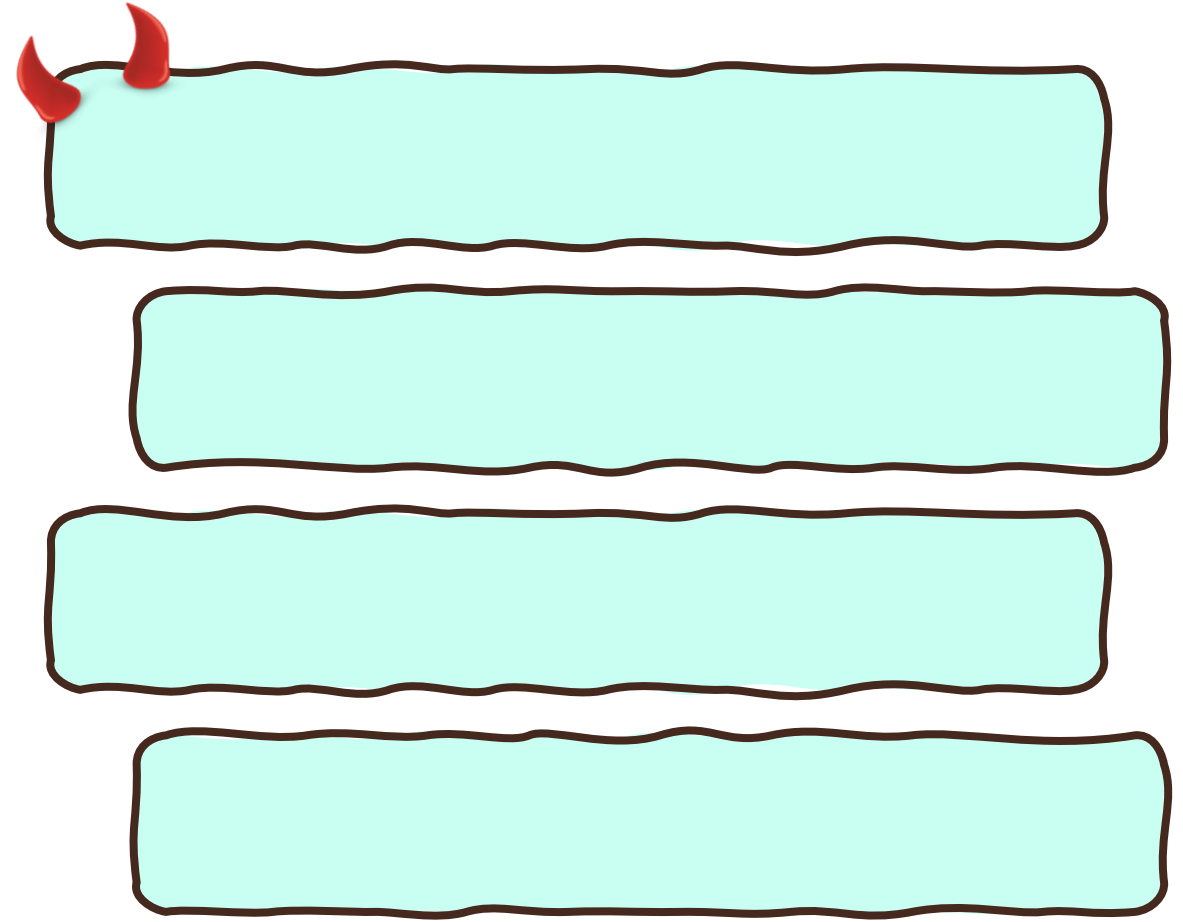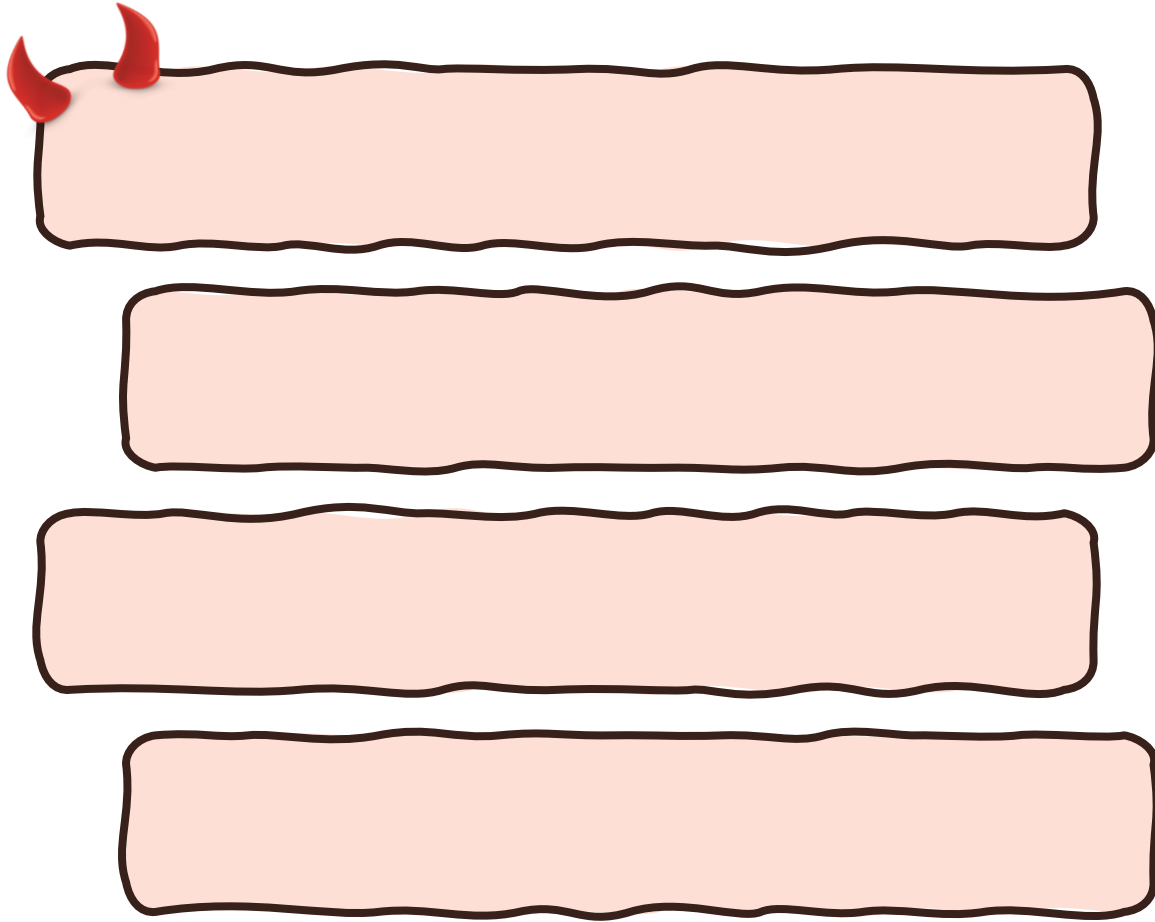
What do we mean by a trusted and reliable information source?

Trusted/reliable

What do we mean by a trusted and reliable information source?

Untrusted/unreliable

Activity 4 – Accessing open data sets

1. Select a dataset of your choice from the list of datasets provided. Data sets have been gathered from the government website (data.gov.uk), Kaggle, and Office for National Statistics (ONS).

2. If possible, choose a data set linked into an area of your **work role or business sector** – finance, education, healthcare, etc.

3. Analyse the data selected to explore trends and patterns in the data set.

4. How useful / valuable is the dataset and analysis to **your job role and organisation**? Could this dataset **support decision-making** within your organisation? If so, how?

5. Individually produce a maximum of **five** PowerPoint presentation slides to support your findings.

6. Present to the class for 5 mins and have 2 mins for feedback and questions.

ACTIVITY 4: ACCESSING OPEN DATA SETS

- Access links to datasets extracted from data.gov kaggle and ONS.
- The data are grouped into the following topics:
  - ➢ Sustainability
  - ➢ Healthcare
  - ➢ Education
  - ➢ Finance
  - ➢ Business and economy

Open file

'Activity 4 - Accessing Open Data sets.xlsx'

ACTIVITY 5: IMPORTING WEB DATA WITH POWER QUERY

In this activity, we will use the Power Query feature of Excel to load data from a web source directly into an Excel table.

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'Activity 5 – Importing web data with Power Query.pdf'

ACTIVITY 6: DATA PROTECTION AND DATA SECURITY SCENARIO

Objective: To learn the fundamental concepts of data protection and security in practical and relatable scenarios.

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'Activity 6 - Data Protection and Data Security Scenarios.pdf'

DAY 2 SUMMARY

- ✓ Trusted and untrusted information sources.

- ✓ Accessing open data sets.

- ✓ Importing web data with Power Query.

- ✓ Data protection and security scenarios.