12■Week IT Career Transition Learning Plan

"Progress, not perfection."

Weeks 1–4 – Salesforce Foundations

Week	Days / Time	Platform	Milestone	Purpose	Progress■
1	Mon–Fri / 14:00–16:00	Trailhead	Complete 3 Salesforce Admin badges	Build foundation in CRM concepts	
2	Mon–Sat / 14:00–16:00	Trailhead	Finish Admin beginner trail	Develop workflow & automation skills	
3	Mon–Sat / 14:00–16:00	Coursera: Salesforce Sales Ops	Complete Module 1–2	Understand sales cycle in Salesforce	
4	Mon–Sun / 14:00–16:00	Trailhead + Practice	Mini■project: create sample dashboard	Apply knowledge in hands■on task	

Weeks 5–8 – Salesforce Skill Building

Week	Days / Time	Platform	Milestone	Purpose	Progress■
5	Mon–Fri / 14:00–16:00	Trailhead	Earn Business Analyst badges	Learn data mapping & process improvement	
6	Mon–Sat / 14:00–16:00	Trailhead + Demo Org	Create Opportunity pipeline	Simulate AE workflow	
7	Mon–Sat / 14:00–16:00	Coursera + Trailhead	Complete final Sales Ops modules	Gain certification■ready knowledge	
8	Mon–Sun / 14:00–16:00	Trailhead + LinkedIn	Post project summary	Showcase progress publicly	

Weeks 9–12 – AI & Data Exploration

Week	Days / Time	Platform	Milestone	Purpose	Progress■
9	Mon–Fri / 14:00–16:00	Women Go Tech / Coursera	Complete AI in Action lessons	Understand AI impact in business	
10	Mon–Sat / 14:00–16:00	Power BI	Build first visualization dashboard	Translate data into insights	
11	Mon–Sat / 14:00–16:00	SQL (Kaggle / DataCamp)	Complete 5 SQL practice tasks	Improve data querying confidence	
12	Mon–Sun / 14:00–16:00	All Platforms	Review & document achievements	Consolidate learning and prep next steps	