



John Leonard &lt;jtleona01@gmail.com&gt;

## Welcome to the Data Analytics and Big Data Certificate Program

1 message

**Ben Manning** <ben.manning@xtolcorp.com>

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Data Analytics Students,

My name is [Ben Manning](#) and I am the senior mentor for the Data Analytics and Big Data Certificate Program; I would like to welcome you to the program and share some information with you regarding your upcoming session.

This is a lengthy email and contains very important information about upcoming meetings and information so be sure to read it in its entirety. Here is a quick outline with some important dates:

- 10/8/18: Orientation period begins and you receive your pre-work (included in this email)
- 10/10/18: Kickoff meeting: In this meeting, we will orient you to the program and we'll also be ready to answer any questions you have. The meeting time and call-in information will be posted in Piazza – see #1 below.
- 10/15/18: Group meetings with mentors will begin this week!

Here is a checklist of tasks you need to do as you receive access to the various systems.

1. This Friday (10/5/18) you will receive an invitation to access our online collaboration site, Piazza. After accessing the site please make sure to introduce yourself to the class. The other mentors and I will have already introduced ourselves so you can reply to our thread with your information. ***This is not the course curriculum site; access to it will be provided on 10/15/18.***

It's a good idea to post your picture so everyone can 'see' whom they are talking to weekly. *Piazza is not where you will access the course materials; this site is only for collaborating with your classmates and mentors outside of the weekly meetings.* You will also use this area to sign up for individual learning groups, but more on this soon.

2. On Monday 10/15/18 you will receive an activation link to enter the course website; you'll need to click on the activation link in your email to access the course materials.

Lastly, I have posted some 'pre-work' at the end of this email that will help you get prepared for the start of the program. Please dive into the pre-work before the group meetings begin as it will help you come up to speed on some of the information before the faster paced program begins.

In closing, we would like to thank you for choosing this program. It is our job to ensure you have what you need to

succeed and mentor you during your time here; if you need to contact me for any reason here is my email address and my cell phone number:

Thanks, and please reply back to this email and confirm that you have received it so I'll know you have the information you need!

### ***Program 'Pre-Work'***

Here is some 'pre-work' that you need to get started on now; this will prepare you for the course 1 tasks that begin on October 15.

- RapidMiner is a Data Science Platform you will use to perform data mining tasks in this course (course 1)
- Use the following links to download, install, and use RapidMiner and learn about the various file formats, models, and techniques available when using RapidMiner.
  - Download and install [RapidMiner Studio](#) (free version, not the educational version)
- Read Section One in [Data Mining for the Masses](#)
- Work through the ***Operators and Processes exercises*** in the *RapidMiner Learn* tutorials located within RapidMiner

In addition, here are some optional books you can purchase if you feel as though you might need a refresher on Statistics:

[Statistics for Absolute Beginners: A Plain English Introduction](#)  
[Statistics for the Utterly Confused](#)

In the interim please let me know if you have any questions or need anything.

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[About Me](#)