**Data Analytics**

[**Foundations: Data, Data, Everywhere**](https://www.coursera.org/learn/foundations-data/home/welcome)

**Module - 1**

[**Data Analysis Process**](https://www.coursera.org/learn/foundations-data/supplement/nhC19/new-data-perspectives)

* Ask
* Prepare
* Process
* Analyse
* Share
* Act

[**Data Analyst Skills**](https://www.coursera.org/learn/foundations-data/supplement/kdknk/use-data-analytics-skills-in-a-business-scenario)

* Curiosity
* Understanding of Context
* Technical mindset
* Data design
* Data strategy

[**Aspects of analytical thinking**](https://www.coursera.org/learn/foundations-data/lecture/51VGu/all-about-thinking-analytically)

* Visualization
* Strategy
* Problem-orientation
* Correlation
* Big-picture and detail-oriented thinking

[**Glossary**](https://www.coursera.org/learn/foundations-data/supplement/JYuJo/glossary-terms-from-course-1-module-1)

**Module - 2**

[**Life cycle of data**](https://www.coursera.org/learn/foundations-data/supplement/DoiXy/variations-of-the-data-life-cycle)

* Plan
* Capture
* Manage
* Analyse
* Archive
* Destroy

[**Phase of Data Analysis**](https://www.coursera.org/learn/foundations-data/supplement/Yo3Cn/more-on-the-phases-of-data-analysis-and-this-program)

* Ask
* Prepare
* Process
* Analyse
* Share
* Act

**[Glossary](https://www.coursera.org/learn/foundations-data/supplement/GJkrb/glossary-terms-from-course-1-module-2)**

**Module - 3**

[**Tools**](https://www.coursera.org/learn/foundations-data/lecture/ScaU3/the-ins-and-outs-of-core-data-tools)

* Spreadsheet
* SQL
* Data Visualization

[**Glossary**](https://www.coursera.org/learn/foundations-data/supplement/kcgBr/glossary-terms-from-course-1-module-3)

**Module - 4**

[**Data analyst roles and job descriptions**](https://www.coursera.org/learn/foundations-data/supplement/VUMX2/data-analyst-roles-and-job-descriptions)

[**Glossary**](https://www.coursera.org/learn/foundations-data/supplement/U4pMm/glossary-terms-from-course-1-module-4)

**Ask Questions to Make Data-Driven Decisions**

**Module - 1**

[**Six common problem types**](https://www.coursera.org/learn/ask-questions-make-decisions/supplement/IggXC/six-common-problem-types)

* Making Prediction
* Categorizing things
* Spotting something unusual
* Identifying themes
* Discovering Connections
* Finding patterns

[**SMART Questions**](https://www.coursera.org/learn/ask-questions-make-decisions/supplement/nULlj/more-about-smart-questions)

* **S**pecific
* **M**easurable
* **A**ction-oriented
* **R**elevant
* **T**ime-bound

[**Glossary**](https://www.coursera.org/learn/ask-questions-make-decisions/supplement/Su02w/glossary-terms-from-course-2-module-1)