

JUNIOR DATA ANALYST COURSERA LICENSE TERMS AND CONDITIONS

All Coursera Junior Data Analyst licenses will be provided by NPower Canada to Participants in Bootcamp of training, and can only be accessed as an active Participant of NPower Canada. Participants who are dismissed from the program, or choose to withdraw, will no longer have access to NPower Canada's Junior Data Analyst Coursera course shell, and therefore will forfeit their license. This includes any misuse or misbehavior of any kind as determined by NPower Canada staff.

License Terms and Conditions

In order to maintain a license a participant must:

- Follow the expectations by Coursera regarding professional behavior in a virtual environment (ex. discussion forums, questions, etc)
- Follow the expectations provided by NPower Canada through the Participant Agreement
- Follow the Code of Conduct of online etiquette as provided by NPower Canada
- Maintain consistent communication with Staff, responding within 24 hours maximum
- Achieve 80% on Course Assessments before moving forward to the next Course
- Provide screenshot submissions through BlackBoard by the date provided below by **9:00am**
- Watch and complete all components of all Coursera content (80%+ progress and grade)
- Meet the Progress and Grade Milestones below:

Course Title/Content	To Be Completed By:	Progress & Grade
Course 1: Introduction to Data Analytics	Orientation: Jan 12, 2024	80%+
Coursera Week 1	Jan 9, 2024	
Coursera Week 2	Jan 10, 2024	
Coursera Week 3	Jan 11, 2024	
Coursera Week 4	Jan 12, 2024	
Coursera Week 5	Jan 12, 2024	
Course 2: Excel Basics for Data Analytics	NPower Week 1: Jan 18, 2024	80%+
Coursera Week 1	Jan 15, 2024	80%+
Coursera Week 2		
Coursera Week 3	Jan 16, 2024	
Coursera Week 4		
Coursera Week 5	Jan 18, 2024	

Course 3: Data Visualization and Dashboards with Excel & Cognos	NPower Week 2: Jan 22, 2024	80%+
Coursera Week 1	Jan 19, 2024	
Coursera Week 2		
Coursera Week 3	Jan 22, 2024	
Coursera Week 4		
AI900: Module 1	NPower Week 2: Jan 26, 2024	70%+ on Mock Tests
AI900 Module 2	NPower Week 3: Jan 29, 2024	70%+ on Mock Tests
AI900 Module 3	NPower Week 3: Feb 2, 2024	70%+ on Mock Tests
AI900 Module 4	NPower Week 4: Feb 5, 2024	70%+ on Mock Tests
AI900 Module 5	NPower Week 4: Feb 9, 2024	70%+ on Mock Tests
BOOK & WRITE EXAM	NPower Week 5	80%+ on Practice Exam
Course 4: Python for Data Science and AI	NPower Week 7: Mar 1, 2024	80%+
Coursera Week 1	Feb 20, 2024	
Coursera Week 2	Feb 23, 2024	
Coursera Week 3	Feb 26, 2024	
Coursera Week 4	Feb 27, 2024	
Coursera Week 5	Mar 1, 2024	
Course 5: Python Project for Data Analysis	NPower Week 8: Mar 4, 2024	80%
Coursera Week 1	Mar 4, 2024	
Course 6: Databases and SQL for Data Science	NPower Week 9: Mar 12, 2024	80%+
Coursera Week 1	Mar 5, 2024	
Coursera Week 2		

Coursera Week 3	Mar 8, 2024	
Coursera Week 4	Mar 11, 2024	
Coursera Week 5	Mar 12, 2024	
Course 7: Data Analysis with Python	NPower Week 11: Mar 25, 2024	80%+
Coursera Week 1	Mar 15, 2024	
Coursera Week 2	Mar 18, 2024	
Coursera Week 3	Mar 19, 2024	
Coursera Week 4	Mar 22, 2024	
Coursera Week 5	Mar 25, 2024	
Coursera Week 6	Mar 25, 2024	
Course 8: Data Visualization with Python	NPower Week 13: Apr 8, 2024	80%+
Coursera Week 1	Mar 26, 2024	
Coursera Week 2	Mar 28, 2024	
Coursera Week 3	Apr 3, 2024	
Coursera Week 4	Apr 5, 2024	
Coursera Week 5	Apr 8, 2024	
Course 9: Data Analyst Capstone Project	Week 14: Apr 15, 2024	80%+
Week 1: Data Collection	Apr 9, 2024	
Week 2: Data Wrangling		
Week 3: Exploratory Data Analysis	Apr 11, 2024	
Week 4: Visualization		
Week 5: Building a Dashboard	Apr 12, 2024	
Week 6: Final Assignment - Present Your Findings	Apr 15, 2024	

MICROSOFT AI900 EXAM VOUCHER TERMS AND CONDITIONS

All vouchers provided by NPower Canada to participants are provided to participants based on performance within training and are to be used **ONLY** for booking the AI900 exam and Practice Exam to take by the date provided by Staff. By signing this document, you understand that the distribution of Vouchers for booking exams is at full discretion of NPower Canada staff, as they are fully qualified to assess your readiness for the exam. Use of the Vouchers for anything other than the purchase of assigned Practice Test & Exam booking will result in dismissal from the NPower Canada program.

Voucher Terms and Conditions

- You must demonstrate a passing grade (75%+) on at least 3 in-class review mock exams or have been granted an exception from an instructor based on significant progress within your mock scores to earn access to the AI900 Practice Exam
- You must complete the AI900 Practice exam and achieve 80% before proceeding with the Instructor to book your AI900 exam at no cost
- You must take your exam within the specified time during the weeks 4-6 in order to be eligible for a free 'voucher'.
- You must take the test on the agreed upon time and date as discussed with NPower Canada staff. Missing your appointment will result in a forfeiture of your exam voucher
- You must share your score with NPower staff by email, and online results provided by the testing center within 24 hours of the completion of the exam

Scheduling and Taking Your Exam

- You must present 1 piece of valid ID at the test center adhering to the following policies: <https://home.pearsonvue.com/Clients/Microsoft/Online-proctored.aspx>
- Confirmation emails are automatically sent for your exam appointment time. These must be forwarded to NPower Canada staff via email upon receipt.
- Contact the Test Service Provider if your confirmation email is not received the same day
- Exams ARE NOT to be rescheduled unless previously discussed with NPower Canada staff.
- Rescheduling an exam without permission or failing to appear for your appointment will result in the forfeiture of your exam voucher and possible dismissal from the program.
- NPower Canada is not responsible for any missed appointments you may incur.

Online Test-taker Checklist

Using the online proctoring system, PearsonVue, test takers will be taking their tests from their homes through an online proctoring system. The following are requirements for test takers:

- Secure a quiet, well lit room to take the exam
- Review of and successfully meeting all system requirements outlined below
- Pre-install Sentinel and create your biometric profile
- Bring your photo ID



- Bring a reflective surface (e.g. phone or mirror) to perform a room scan
- Clear your environment of all papers and writing instruments
- Disconnect external computer monitors from your laptop
- Headphones/earbuds are not permitted during the exam

Be ready to sit for the entire length of the exam - you cannot take a break or step away from the camera's view.

Your signature on this document indicates that you have read and agree to the above. If you have any questions or concerns, please connect with an NPower Canada staff member.

Full Name: _____ **Date:** _____

Signature: _____

Your text here 1