

### Duration

5 days

### Who Should Attend?

Intelligence Analysts, Researchers, Investigators, Managers and Prosecutors

### Overview

The course is designed to equip investigators / analysts with the basic skills needed to conduct data analysis. An interactive course using a combination of lecture, hands-on work and exercises.

### Objectives

By the end of the course, you will have acquired the following knowledge:

- Data analysis overview and principles
- Basic analytical investigation methods
- Data collection, collation, and preparation
- Approach, process, and techniques
- Data quality, format and cleaning
- Data conversion using ABBYY FineReader and preparation
- Testing data for completeness and accuracy
- Understand systems and types of data sources
- Area of concerns - System Security, Data Integrity, Data Analysis
- Data Analysis in Investigation
- Steps systematic approach in data analysis:
  - Common quantitative data analysis procedures
  - Performing common data analysis tests in investigation
  - Performing common data profiling and fraud investigation
  - Performing contextual qualitative data search
  - Analytical charting
- Trend analysis and pivot analysis case studies
- Telephone and statistical analysis case studies
- Bank statement and financial analysis case studies
- Geospatial analysis case studies
- Effective reporting
- Data analysis tools (Introduction to Analyst's Notebook)

### Course Pre-requisites

- You **must** be familiar with using Microsoft Windows
- An understanding of the concepts and use of visual investigative techniques and how they will help you in your current job are advantageous

