



Excel & Minitab Introduction to Data Analysis

Seminar

8:00 AM to 4:30 PM, Saturday, May 8th

At Monroe Community College – Damon City Campus

Rochester Section 0204

Purpose:

Introduce the participant to basic data analysis methods using Excel and Minitab.

Individuals will learn:

- Probabilistic Thinking Skills
- Database Structure and Formats suitable for analysis.
- Basic Data Tools in Excel – Sorting, Filtering
- **Pivot Tables** to rapidly summarize data.
- Pareto Chart Creation
- Data Manipulation Techniques– V-Lookup Function to Join fields in tables
- **Minitab Software** Importing Data from Excel into Minitab
- Graphical Tools in Minitab – Dot Plots, Histograms, Box Plots
- Basic Statistic Tools in Minitab – Statistical Summary – T-Tests
- Exposure to Advanced Minitab Features – per class interests
- Effective Data Presentation Techniques

Who should attend:

Individuals familiar with MS Excel and the Windows Office environment that are interested in expanding skills in data analysis. No prior knowledge of Minitab is required. This is an introductory course in data analysis.

7 Hours Training = .7 CEU's

Instructor Bio:

Eric Alden has been practicing quality and reliability engineering in the Rochester Area for over 25 years. Eric is a Xerox Certified Lean Six Sigma Master Blackbelt, and is currently working for Xerox as a reliability manager. He holds a Masters degree from RIT in Quality and Applied Statistics, and an undergraduate degree from RIT in Mechanical Engineering. Eric served as the 2003 – 2005 Chair of the Rochester ASQ section, and holds CRE, CQE, CQM and CSSBB certifications.

Eric has presented at ASQ dinner meetings and conferences, and tackles this subject matter with passion and exuberance in an entertaining style.

Introduction to Data Analysis

One day seminar at:
Monroe Community College – Damon City Campus

Saturday, May 8th, 2010
8:00 AM to 4:30 PM

Course price \$225
ASQ member discount price \$200

Includes: Seminar materials, break refreshments and lunch

PLEASE PRINT

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240 Rhinecliff Dr.
Rochester, NY 14618