

CompTIA Data+

Course outline · issued 14 September 2026

Technology areas	Data Analytics
Level	Foundation
Short course	4 days
One-month track	4 weeks · 16 training days · 96 contact hours
Two-month track	8 weeks · 32 training days · 192 contact hours
Delivery	In person, Virtual, Hybrid
Class size	10 to 20 participants
Certification	CompTIA Data+ exam preparation
Entry requirements	Confident with spreadsheets. No programming experience assumed.

Who it is for

Revenue, planning and audit officers moving from reporting into data analysis.

REVENUE USE CASE

Turning filing and payment extracts into a compliance picture management can act on.

By the end, participants can

- Mine, clean and prepare data from operational systems for analysis
- Apply descriptive and inferential statistics to operational questions
- Visualise findings and apply data governance and quality rules

Short course modules (4 days)

1. Data concepts and environments
2. Data mining and preparation
3. Data analysis and statistics
4. Visualisation and reporting
5. Data governance, quality and exam preparation

One-month track — weeks 1 to 4

4 weeks · 16 training days · 96 contact hours

Week 1 — Data concepts and environments

- Data types, structures and schemas
- Databases, warehouses and file formats
- How data moves through a revenue authority
- Data integration and acquisition methods

Practical: Trace one data element from capture to management report.

Week 2 — Data mining and preparation

- Profiling, cleansing and deduplication
- Handling missing, invalid and outlier values
- Joining, aggregating and reshaping
- Documenting every transformation

Practical: Prepare a messy filing extract for analysis and document it.

Week 3 — Statistical analysis

- Descriptive statistics and distributions
- Hypothesis testing and confidence
- Correlation, regression and causation
- Choosing the analysis the question needs

Practical: Answer a real compliance question with a defensible analysis.

Week 4 — Visualisation and reporting

- Chart selection and honest scales
- Dashboard and report design
- Writing the narrative around the numbers
- Reporting to a non-technical audience

Practical: Build and present a report pack on the week 3 analysis.

Checkpoint: the one-month track is assessed [here](#).

Two-month track — continues through weeks 5 to 8

8 weeks · 32 training days · 192 contact hours

Week 5 — Data governance and quality

- Quality dimensions and measurement
- Master data and the duplicate taxpayer problem
- Classification, retention and access
- The Nigeria Data Protection Act in analytical work

Practical: Define quality measures and governance rules for your dataset.

Week 6 — Analytics in practice

- Cohort, trend and segmentation analysis
- Building operational indicators that hold up
- Automating a recurring analysis
- Peer review of analytical work

Practical: Automate a recurring analysis and have it peer reviewed.

Week 7 — Communicating and acting on findings

- Turning findings into recommendations
- Caveats, limitations and uncertainty
- Handling challenge from stakeholders
- Tracking whether the recommendation worked

Practical: Present findings to a challenge panel and revise them.

Week 8 — Examination preparation and capstone

- Full syllabus review and gap analysis
- Question technique and timed practice
- Full mock examination under timed conditions
- Presenting the capstone analysis pack

Practical: Present the capstone analysis pack and sit a full mock Data+ paper.

Capstone assessment and post-course evaluation.

Capstone

An analysis pack answering a real compliance question end to end — data preparation, statistical analysis, visualisation and governance notes — plus a full mock Data+ paper.

About this outline

Indicative extended tracks. The one-month track runs weeks 1 to 4; the two-month track continues through week 8 with deeper labs, certification preparation and a capstone. Weeks, contact hours and cohort sizes are finalised with each client.

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