

# Diploma in Digital Technology: Data Analytics

SCQF Level 6

Skills  
Development  
Scotland



## Why choose GP Strategies Scottish Apprenticeships?

20+ years of experience in delivering modern apprenticeships

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Achievement rate 10% over the national average

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Consistently 'All Green with High Confidence' across our External Verification visits

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Effective remote delivery across the whole of Scotland

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Fully accredited with Qualification Scotland

## Employer benefits

Dedicated account manager with tailored consultation

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Unlock potential by creating an adaptive and resilient workforce

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Remote delivery providing flexible workplace options

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83% of employers say they have seen improved productivity

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79% of employers say this has boosted staff morale

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72% of employers say this has helped with staff retention

## Apprentice benefits

Earn while you learn

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Industry-recognised qualification

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Support and guidance throughout

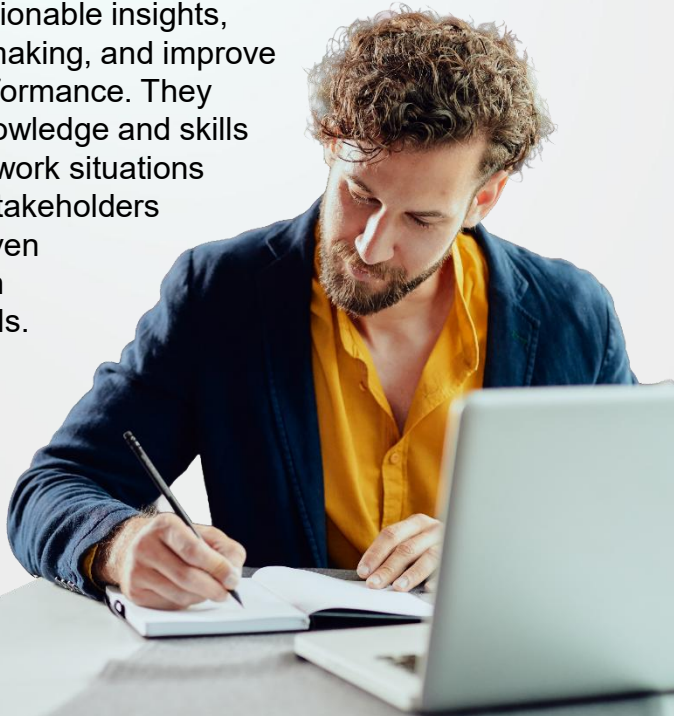
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Enhanced career opportunities

# The role of a data analytics apprentice

This programme is designed to support digital technology roles in data analytics, both within digital organisations and across different sectors such as construction, engineering, utilities, infrastructure, finance, and a variety of public bodies.

People in these roles are responsible for collecting, analysing, and interpreting data to provide actionable insights, support decision-making, and improve organisational performance. They apply technical knowledge and skills across a range of work situations and interact with stakeholders to ensure data-driven solutions align with organisational goals.



# Learning journey example

(The qualification includes 8 mandatory units)

- 1 Developing meta-skills and personal professionalism
- 2 Producing documentation to support organisational process delivery
- 3 Producing documentation to support organisational process delivery
- 4 Defining requirements to support project delivery
- 5 Contributing to data management
- 6 Contributing to data manipulation
- 7 Contributing to data visualisation and reporting
- 8 Contributing to data analysis

# Off the Job Training

Alongside the core work-based qualification, IT Apprentices can also gain access to vendor-specific instructor-led training. Please note that packages can be tailored to suit your specific needs. To create a package that works for you, please speak with your account manager.

Note that some costs may be incurred depending on the package, but these will be heavily discounted from retail prices.

**Tailored packages can be created to suit your business requirements.**

# Evidence gathering

Apprentices are supported and guided by a dedicated assessor throughout the apprenticeship programme.



## Contributing to data management

Candidates contribute to sourcing, handling, and sharing data. This involves understanding the types of data the organisation uses, how and where data is stored, and procedures for accessing and sharing data securely.

Candidates also interpret data models to identify relationships in data, process data, and document data management activities.



## Contributing to data manipulation

Candidates contribute to agreeing dataset requirements, combining data, and restructuring data.

This includes identifying quality issues, tidying and cleansing data to provide datasets for analysis, and documenting data manipulation activities.



## Contributing to data visualisation and reporting

Candidates review the structure of data, select appropriate visualisation techniques, and produce visualisations and reports.

This includes applying automation to visualisation and reporting processes.



## Contributing to data analysis

Candidates learn to contribute to data analysis. This includes conducting exploratory data analysis to understand data, performing basic statistical analysis, and producing reports of findings.

These are just some of the topics that apprentices will work towards. Your assessor will help you create a tailored programme to suit your needs.

# Supplied by our partners

## e-Portfolio

Our online portfolio is OneFile, which is easily accessible from any device at any time. This tool helps you gather evidence to build your portfolio, track your progress, and view any upcoming appointments booked with your assessor. Stay up to date with your progress, ask questions, and expand your knowledge with the click of a button.

## Professional and vendor qualification

GP Strategies Scotland is an approved apprenticeship provider with Skills Development Scotland and Qualification Scotland. Additional training opportunities are available.



Qualifications  
Scotland  
Approved Centre



# What happens next?

## Initial meeting

Establish customer requirement

Identify most suitable solution

## Set up

Complete formal agreements

Apprentice induction and initial assessment

Awarding body registration

## Programme commencement

Induction appointment with assessor

Candidate e-Portfolio assigned

First action plan created

## Support and feedback

Regular meetings with assessor, remotely through Microsoft Teams, telephone, and email

Quarterly updates with account manager

## Review and evaluation

13-week reviews are carried out with the manager, candidate, and assessor to reflect on progress, celebrate success, and discuss any issues.

## Celebrate success

Completion certificates sent to apprentice



# GP Strategies

SCOTTISH APPRENTICESHIPS™

If you would like any further information, contact:  
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GP Strategies Scottish Apprenticeships – committed to equality and valuing diversity.

