



# Minitab Essentials Training - Brochure



Get the best out of your statistical data to implement Six Sigma effectively

## Importance of Minitab

Minitab minimizes the time required for data analysis to import data, develop sound statistical approaches to exploring data, create and interpret compelling graphs, and export results. It helps to analyze a variety of real world data sets to learn how to align your applications with the right statistical tool, and interpret statistical output to reveal problems with a process or evidence of an improvement.

## Get Invensis Learning Advantage

- Expert trainer, interactive sessions with case studies
- A copy of Minitab Essentials training course material
- Classes across 108+ locations worldwide
- 8 PDUs certificate provided
- Instructor-led training that is always on schedule
- Global approval and accreditation

## Key Benefits of Minitab Essentials for Businesses

- Minimizes the time required for data analysis by using Minitab to import data
- It allows the business to develop sound statistical approaches to exploring data, create and interpret compelling graphs, and export results.
- It allows businesses to analyze a variety of real world data sets to learn how to align their applications with the right statistical tool
- Minitab helps to interpret statistical output to reveal problems with a process or evidence of an improvement.

## About Invensis Learning

Invensis Learning is a leading certification training provider for individuals and enterprises globally. Our expertise in providing globally-recognized IT & Technical certification courses has enabled us to be one of the trusted certification training partners for many Fortune 500 organizations and Government institutions worldwide. Invensis Learning has trained and certified thousands of professionals across a wide range of categories such as IT Service Management, Minitab Essentials, Quality Management, IT Security and Governance, Cloud Computing, DevOps, Agile Minitab Essentials, and Digital Courses. Invensis Learning's certification training programs adhere to global standards such as PMI, TUV SUD, AXELOS, ISACA, DevOps Institute, EXIN, and PEOPLECERT.

## Target Audience for Minitab Essentials Training

Job roles that can benefit from Minitab Essentials training include, but are not limited to:

- Quality Professionals
- Engineers
- Scientists
- Statisticians
- Six Sigma Consultants
- CMMI Consultants
- Project Managers
- Anybody who is interested in performing data analysis

## About Minitab Essentials Training Course

In this Minitab Essentials training course, participants will learn to minimize the time required for data analysis by using Minitab to import data, develop sound statistical approaches to exploring data, create and interpret compelling graphs, and export results. They will learn to analyze a variety of real world data sets to learn how to align your applications with the right statistical tool, and interpret statistical output to reveal problems with a process or evidence of an improvement.

Participants will also learn the fundamentals of important statistical concepts, such as hypothesis testing and confidence intervals, and how to uncover and describe relationships between variables with statistical modeling tools. This course places a strong emphasis on making sound decisions based upon the practical application of statistical techniques commonly found in manufacturing, engineering, and research and development endeavors.

# Minitab Essentials Course Overview

## 1. Minitab Basics

This lesson will demonstrate some basic actions and tools required to effectively use Minitab

- Opening / Saving Projects
- Opening / Saving Worksheets
- Opening / Saving Graphs
- Saving Session Window Output
- Report Pad
- Calculator
- Toolbars
- Help topics

## 2. Input of Data

This lesson will demonstrate how to input and manipulate data into a Minitab Worksheet. Techniques include:

- Copy / Paste from other programs
- Typing in Data
- Using Patterned Data
- Opening Other Formats
- Changing Data Types
- Code Data
- Sort Data
- Date/Time Formats

### **3. Worksheet Manipulation**

This lesson will demonstrate how to manipulate worksheets in Minitab including:

- Rearranging Columns
- Stack / Unstack Columns
- Transpose Columns
- Split Worksheet
- Subset Worksheet
- Stack / Merge Worksheets
- Set Descriptions for Columns and Worksheets
- Conditional Formatting

### **4. Creating Graphs**

This lesson will demonstrate how to Create, Edit and Annotate the following Graphs:

- Individual Value Plot
- Dot Plot
- Histogram
- Box Plot
- Interval Plot
- Line Plot
- Time Series Plot
- Scatter Plot
- Bar Chart

## 5. Basic Data Analysis

This module will demonstrate many Data Analysis functions within Minitab including:


- Tests on Proportions
- Tables / Chi-Square
- ANOVA
- 2-Sample t Test
- Paired t-Test
- Variance Tests
- Correlation
- Simple Linear Regression
- Sample Size



## CONTACT INVENSIS LEARNING


Email Us:


[support@invensislearning.com](mailto:support@invensislearning.com)

 USA +1-910-726-3695

 IND +91 9620-200-784

 UK +44 2033-223-280

 Hong Kong +852-5803-9039

 Switzerland +41-22-518-2042

[www.invensislearning.com](http://www.invensislearning.com)