

*Investigative Reporters & Editors*

# **Data Journalism Mini-Bootcamp**

*Online*



## **Training Schedule**

Note: All times Eastern U.S. time zone

### **Pre-bootcamp materials**

You will receive access to videos and tipsheets about two weeks before bootcamp to help you get set up for success.

### **Day 1**

11-11:30 am	Welcome and introductions
11:30 am - 12:30 pm	How to navigate spreadsheets, use formulas and sort
12:30 - 12:45 pm	Break
12:45 - 1:30 pm	Calculating rates & ratios
1:30 - 2:30 pm	Lunch on your own
2:30 - 4 pm	Using filters and pivot tables to analyze data quickly
4 - 4:15 pm	Break
4:15 - 6 pm	Group exercises in spreadsheets
6:15 - 8:15 pm	Optional open lab

### **Day 2**

11 am - Noon	Introduction to data viz & Tableau
Noon - 12:15 pm	Break
12:15 - 1:30 pm	Building dashboards in Tableau
1:30 - 2:30 pm	Lunch on your own
2:30 - 4 pm	Building maps in Tableau
4 - 4:15 pm	Break
4:15 - 6 pm	Group exercise in Tableau
6:15 - 8 pm	Optional open lab

## **Additional videos**

You will receive access to additional training videos and exercises to continue building your skills.

- Finding & negotiating for data
- Spreadsheet cleaning & reformatting
- Advanced Tableau (using calculated fields, groups and more)
- Getting data into spreadsheets