CINPAA | INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

سينبا | التعاونية الدولية للتدريب والاستشارات



Training programme:

Business Intelligence and Executive Dashboards for Institutional Decision-Making

Delivered in several cities and dates

OUR INTERNATIONAL PARTNERS:

ISDE Law Business School — *Higher Institute of Law and Business (ISDE)*

Professional Development Institute — *Professional Development Institute*

Universidad Camilo José Cela — *Camilo José Cela University*

SEK EDUCATION GROUP

ISO 29993:2017 Learning services for non-formal education and training

ISO 9001:2015

Business Intelligence and Executive Dashboards for Institutional Decision-Making

About the programme:

A practical programme that develops the use of business intelligence and executive dashboards to turn data into clear information that supports institutional decisions.

Objectives:

Developing participants' skills, knowledge, values and professional approaches in:

a. Develop an understanding of Business Intelligence tools.

b. Design effective indicators and dashboards.

c. Improve data presentation and analysis.

d. Connect data with decisions and performance.

e. Build a dashboard prototype linking decision questions to clearly defined indicators.

Target audience:

a. Business analysts and data specialists

b. Monitoring, evaluation and performance teams

c. Leaders and operations managers using dashboards

Daily programme:

• Day 1: Business intelligence principles

a. From business questions to data models that can answer them

b. Connecting information sources into a consistent reporting layer

c. Components of a business intelligence solution and their roles

d. Data preparation: cleaning, joining and refreshing source data

e. Workshop: turning management questions into a simple data model

f. Day output: list of decision questions and supporting data model

• Day 2: Performance indicators for dashboards

a. Indicator definitions and sources that users can trust

b. Baselines and alert thresholds that signal when to act

c. Selecting a small set of indicators for each decision level

d. Documenting indicators so that figures are calculated consistently

e. Workshop: defining indicators and thresholds for an executive dashboard

f. Day output: indicator dictionary with thresholds

• Day 3: Executive dashboard design

a. Visual information hierarchy for busy executive readers

b. Layout, colour and labelling choices that aid quick reading

c. Building executive dashboard prototypes in common BI tools

d. Designing for mobile and screen viewing as well as print

e. Workshop: building a dashboard prototype from a sample institutional dataset

f. Day output: first executive dashboard prototype

• Day 4: Data analysis and visualisation

a. Selecting appropriate charts for comparisons, trends and composition

b. Interpreting trends, outliers and seasonal patterns in data

c. AI-assisted features in BI tools for anomaly detection and forecasting

d. Natural-language queries and automated insights and how to check them

e. Case study: interpreting a dashboard with outliers and an AI-generated forecast

f. Day output: annotated analysis of trends and outliers

• Day 5: Using information in decision-making

a. Linking indicators to actions and decision owners

b. Periodic performance decision reviews built around dashboards

c. Data access, refresh schedules and governance of shared dashboards

d. Building a culture where data informs management discussion

e. Workshop: running a performance review meeting using the dashboard prototype

f. Day output: final dashboard prototype linked to decision questions

Training methods and certificates:

Our programmes are built on modern pedagogy that combines theoretical knowledge with practical application, in line with participants' needs and the demands of the workplace. Methods include:

- **Interactive workshops:** analysis of real data and group discussions that strengthen practical understanding.
- **Case studies:** examples from international organisations that highlight real successes and challenges.
- **Realistic simulations:** participants train through professional scenarios that mirror real situations requiring decisions and situation management.
- **Advanced tools and technologies:** hands-on practice with up-to-date training software and tools suited to each field.

Certificates:

On successful completion, participants receive a certificate issued by CINPAA, a training institute officially registered in the European Union, Spain and the United Kingdom.

CINPAA - Cooperative International for Training and Consulting

Our programmes are delivered within academic and professional partnerships, cooperation agreements and memoranda of understanding with a number of academic and professional institutions, including:

- **Camilo José Cela University - Spain**
- **ISDE - Law & Business School - International**
- **Professional Development Institute - United Kingdom**

These partnerships aim to exchange expertise, develop training content and raise programme quality in line with international best practice.

Kind regards,
International Programmes Department
"CINPAA" INTERNATIONAL COOPERATIVE FOR TRAINING & CONSULTING

Course details and registration

Course Details | Registration

Programme	**Business Intelligence and Executive Dashboards for Institutional Decision-Making**	Course Title
Language	**English**	Course Language
Venue	**Several cities and dates – see the table below**	Venue
Financial offer	**Sent separately, according to the number of participants and the delivery conditions.**	Financial Offer

Registration and confirmation:

To register, please use one of the following:

a. Complete the programme request form on our website.

b. Or send an email from your training department.

c. Or a nomination letter from your organisation.

Send your confirmation by:

Email	info@cinpaa.org
WhatsApp	+34 635 867 686

Our team is ready to advise on accommodation and logistics before and during your stay.

Planned programme dates:

City	Dates
London, United Kingdom	14 - 18 Dec 2026
London, United Kingdom	01 - 05 Feb 2027
Cairo, Egypt	03 - 07 May 2027
Madrid, Spain	09 - 13 Aug 2027
Barcelona, Spain	08 - 12 Nov 2027

The programme can be delivered in other cities and on other dates to suit your organisation, at the length you need. The cities are listed on the last page.

Cities where we deliver our programmes:

This programme can be delivered in any of the following cities, and elsewhere on request.

Albania Tirana, Saranda	**Australia** Sydney	**Austria** Vienna, Hallstatt, Salzburg / Zell am See	**Azerbaijan** Baku
Bahrain Manama	**Belgium** Brussels, Bruges	**Bosnia and Herzegovina** Sarajevo	**Canada** Toronto, Montreal
China Hong Kong, Shanghai, Beijing, Guangzhou	**Croatia** Dubrovnik	**Cyprus** Nicosia, Limassol, Larnaca	**Czech Republic** Prague
Egypt Cairo, Sharm El Sheikh, Alexandria, Hurghada	**France** Paris	**Georgia** Tbilisi, Batumi	**Germany** Munich, Berlin, Düsseldorf, Frankfurt
Greece Athens, Rhodes	**Hungary** Budapest	**Indonesia** Bali, Jakarta	**Ireland** Dublin
Italy Rome, Florence, Milan, Venice, Como	**Japan** Tokyo	**Jordan** Amman, Aqaba	**Kuwait** Kuwait City
Malaysia Kuala Lumpur	**Maldives** Maldives	**Mauritius** Mauritius	**Montenegro** Budva, Kotor
Morocco Casablanca, Marrakech, Tangier, Rabat	**Netherlands** Amsterdam	**Oman** Muscat, Salalah	**Philippines** Manila
Poland Krakow, Warsaw	**Portugal** Lisbon, Porto	**Qatar** Doha	**Russia** Moscow
Saudi Arabia Riyadh, Jeddah, Dammam	**Serbia** Belgrade	**Slovenia** Ljubljana	**South Korea** Seoul
Spain Madrid, Barcelona, Valencia, Alicante, Benidorm, Malaga / Marbella, San Sebastian, Granada, Cordoba, Canary Islands, Seville, Bilbao	**Switzerland** Geneva, Luzern, Zurich, Interlaken, Zermatt, Lugano	**Thailand** Bangkok, Phuket	**Tunisia** Tunis
Turkey Istanbul, Antalya, Trabzon, Bursa, Izmir, Bodrum, Antakya (Hatay)	**United Arab Emirates** Dubai, Abu Dhabi	**United Kingdom** London, Edinburgh, Manchester, Birmingham	**United States** Miami, New York, Los Angeles, Washington