

DATA ANALYTICS

CAREER GUIDE FOR BEGINNERS



Your Step-by-Step Roadmap
to Becoming a Data Analyst
in 2025

Full Data Analytics Career Guide for Beginners

*Complete Your Step-by-Step Roadmap to
Becoming a Data Analyst in 2025*

By



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Data Analytics in 2025?

Full Data analytics is changing the world!

Every business, hospital, bank, and website needs people who can turn numbers into smart decisions. In 2025, Data Analytics is one of the most popular career choices for young people.

Why is Data Analytics so important now?

- **Big Demand for Jobs:**
Companies in India want to hire more data analysts than ever before.
You can work in IT, banking, retail, healthcare, or even sports and media.
- **Good Starting Salaries:**
Freshers can get ₹3-6 lakh per year in Nagpur. In bigger cities like Pune and Bangalore, salary can be ₹7-10 lakh per year.
- **Job Security:**
Data analytics keeps growing. Every year, more companies need people who understand data.
- **Easy to Start:**
You can begin with basic skills like Excel and grow into jobs using Python, SQL, and Data Visualization tools.
- **Many Companies Hiring:**
TCS, Capgemini, Cognizant, Infosys, and many startups are looking for talented new data analysts.

Who should learn Data Analytics?

- Students in any stream—Science, Commerce, Arts
- People who like maths, logic, or solving problems
- Anyone who wants a modern, high-salary job!
- Graduates who want a stable future and quick job placements

Data Analytics is your gateway to a smart and successful career. If you want a job that is in demand and lets you work with top companies, start learning data analytics now!

The Beginner's Roadmap to a Data Analytics Career

Do you want a great job working with computers, numbers, and business? Data analytics is one of the fastest-growing careers. Here's a simple guide to help you go from beginner to job-ready data analyst—even if you have no experience.

Step 1: Learn the Basics

- Understand what data analytics means (It is about collecting, studying, and using information to help companies make decisions).
- Learn simple tools, like Excel or Google Sheets. You will use them to add, count, and organize data.

Step 2: Practice with Real Data

- Find free datasets online (for example: sales numbers, sports scores, exam marks).
- Try making simple tables, charts, and graphs to show the trends.

Step 3: Learn Skills for the Job

- Excel:
Learn formulas, sorting, filtering, and making charts.
- SQL:
Learn basic commands to get data from databases.
- Python:
Learn how to use a few simple lines of code for basic analysis (optional for beginners).

Step 4: Try Your First Project

- Pick a question (example: "Which month had the highest sales?")
- Use Excel or Google Sheets to answer it.
- Make a chart or graph to explain your result.

Step 5: Build Your Resume

- Write down what you learned and any projects you tried.
- Keep copies of your charts to show in interviews.

Step 6: Prepare for Interviews

- Learn to talk about your projects simply.
- Practice common questions:
 - Why do you want to be a data analyst?
 - What tools do you know?

- Show me a chart you made.

Success Tip:

Even if you are new, practice a little every day. Companies want young people who can use data to help them grow.

Start your journey—today! Data analytics is open to everyone, and with practice, you can find a good job and grow your career.

Essential Skills & Tools Checklist

If you want to become a data analyst, you need some basic skills and tools. Don't worry—even beginners can start learning easily! Here is a checklist to help you get started.

Must-Have Skills

- **Excel or Google Sheets:**
Learn how to use spreadsheets. You will make tables, charts, and do simple calculations.
- **Basic Mathematics:**
Know simple math (like averages, percentages) to understand your data.
- **Problem Solving:**
Learn to find patterns and answers in numbers. This is very useful for any company.
- **Critical Thinking:**
Always ask "Why?" and "How?" about the data you see.

Tools Every Beginner Should Know

- **Excel or Google Sheets:**
Best for starting—almost every office uses it.
- **SQL:**
A computer language used to get data from databases. You only need to learn simple commands like SELECT, WHERE, and JOIN.
- **Data Visualization Tools:**
These help you show your data in pictures (charts and graphs). Start with:
 - Microsoft Excel (charts)
 - Google Sheets (charts)
 - Power BI (free tool from Microsoft)
 - Tableau Public (free for beginners)
- **Basic Python (Optional):**
Python is a simple computer language. It helps you analyze big data easily. Try learning basic commands and how to read a file.

Soft Skills Matter Too!

- **Communication:**
You must explain your findings in clear words and simple charts.
- **Teamwork:**
Many projects need you to work with other people. Be helpful and friendly.

- Attention to Detail:
Double-check your work. Mistakes in numbers can be costly.

Tip:

Start with Excel or Google Sheets. Practice making tables, adding up numbers, and drawing charts from simple data—like your monthly expenses or cricket scores!

Ready to Learn? Check off these skills as you go. The more you practice, the better you become!

Your First Analytics Project (Hands-On)

You don't need to be an expert to start data analytics. Let's do a simple project together!

What You Will Learn:

- How to look at real data in Excel or Google Sheets
- How to make a chart
- How to find patterns and take action

Step 1: Get a Sample Dataset

You can use any simple spreadsheet – for practice, use this example:

Name	Age	Marks (Math)
Rohan	17	65
Priya	18	78
Aman	17	90
Sneha	18	88
Aditya	17	74

Step 2: Open in Excel or Google Sheets

- Type this data or copy-paste into Excel or Google Sheets.

Step 3: Make a Chart

- Select all the data.
- Click "Insert" → "Chart" or "Graph."
- Choose "Bar Chart."

You will now see a chart showing marks of each student.

Step 4: Find Patterns

- Who scored highest? Who scored lowest?
- Are students aged 18 scoring more than 17? What do you notice?

Write down your observations.

Step 5: Share Your Results

- Save your sheet/chart as a PDF or screenshot.
- Show your teacher or share with your friends.
- You have just done a “data analytics project”—you found useful information from data.

Challenge

Try making a chart with marks from all your subjects. See which subject is easiest or hardest for your class!

You did it! This is how data analysts start—small, simple projects that turn numbers into answers. You can learn more with bigger projects and more tools.

Ready for your next step? Join our free webinar or new batch for beginner-friendly analytics lessons!

Success Stories & Salary Guide

Real Student Success Stories

Viral Gajjar

I Overall Training is good enhance my knowledge in Python, SQL; Data Analysis Topics.
Overall Good Experience!

Sneha Patil

Sneha finished her 12th in Commerce but wanted to work in the IT sector. She joined our Data Analytics course and learned Excel, SQL, and basic Python. After 5 months of practice, she got a job at a Nagpur data solutions company, earning ₹3.8 lakh per year.

"I was afraid I couldn't work in IT, but step-by-step teaching and live projects helped me a lot!"

Vikram Singh

Vikram was a B.Sc student and wasn't sure about his future career. He completed our 6-month data analytics program, learned how to analyse big data, and found his first job in Pune with ₹4.5 lakh salary.

"The hands-on assignments and placement support made it easy for me to switch careers."

Riya Deshmukh

Riya wanted a stable desk job after her 12th. With help in our analytics batch, she learned how to use Power BI and create business reports. She now works at a finance company, earning ₹4 lakh per year.

"The practical training and support were great. Now I help businesses understand their data."

Data Analyst Salary Guide

Experience Level	Nagpur	Pune/Mumbai	Bangalore
Fresher (0–1 yr)	₹3–5 LPA	₹4–7 LPA	₹5–9 LPA
Junior (1–3 yrs)	₹5–8 LPA	₹7–13 LPA	₹9–15 LPA
Mid-Level (3–5 yrs)	₹8–12 LPA	₹13–20 LPA	₹15–25 LPA

(LPA = Lakhs Per Annum)

Top Companies That Hire Data Analysts:

Infosys, TCS, Wipro, Capgemini, local startups, and banks.

Dreaming of a career like these?

Contact Megasoft Technologies and get started with Data Analytics!

Next Steps & Call to Action

Ready to start your Data Analytics career?

- Join our new batch — admissions are open now!
- Call, email, or visit us to ask questions, get course details, or book your FREE counseling session.
- Don't wait — seats fill fast! Take the first step toward your dream tech job.

Contact Megasoft Technologies:

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Call us now to reserve your seat or get free career advice!
Let's build your bright future in Data Analytics together.