

SOFTWARE

Python for Automation

Beginner · 3 days · Physical · Kuala Lumpur

Level	Beginner
Duration	3 days
Delivery	Physical · Kuala Lumpur
Funding	HRD Corp SBL-Khas claimable subject to employer eligibility and approval. Corporate and self-pay options available.

Programme Overview

Python is one of the most practical tools for automating repetitive digital work. This programme introduces learners to Python fundamentals through workplace automation examples rather than abstract programming theory. Participants learn variables, data types, conditions, loops, functions, files, basic libraries and simple scripts. Activities include processing text, working with spreadsheets, organising files and creating repeatable small automations. The course is suitable for staff who want to reduce manual tasks and build confidence in coding. By the end, learners can read simple scripts, modify examples and plan automation opportunities in their own departments.

Learning Outcomes

- Explain Python syntax and basic programming concepts
- Write simple scripts using variables, loops and functions
- Read and write files for automation tasks
- Process simple spreadsheet or text data
- Debug common beginner errors
- Identify workplace processes suitable for automation

Programme Structure

Day 1

- Core concepts and workplace context
- Guided demonstrations and hands-on exercises
- Group work, review and implementation planning

Day 2

- Core concepts and workplace context
- Guided demonstrations and hands-on exercises
- Group work, review and implementation planning

Day 3

- Core concepts and workplace context
- Guided demonstrations and hands-on exercises
- Group work, review and implementation planning

Who Should Attend

Analysts, engineers, administrators, operations teams, digital teams and professionals who want practical coding skills.

Prerequisites

Basic computer literacy. No prior coding required.

Assessment & Certification

Participants complete practical exercises, group activities and a post-course review. A Certificate of Attendance is issued by TVET Digital Academy upon completion.

Fees & HRD Corp Funding

HRD Corp SBL-Khas claimable subject to employer eligibility and approval. Corporate and self-pay options available.

To request a formal quotation, HRD Corp documentation pack, or to enrol, contact the Programme Secretariat on WhatsApp 013-394 2462 or email tvetdigital@gmail.com.