



Quality Management & Operational Excellence

Quality Reporting and Analysis

Course Introduction

The **Quality Reporting and Analysis** course is designed to equip professionals with the essential skills to develop, analyse, and interpret quality reports that support data-driven decision-making in organizations. Delivered by BOOST, this course covers the creation of detailed quality reports, understanding key performance indicators (KPIs), and the methodologies used in quality analysis. Participants will learn how to collect, organize, and present quality data in a way that facilitates actionable insights and continuous improvement.

This course will also address how to integrate quality reporting into overall business strategies, ensuring that quality performance is aligned with organizational objectives. Through practical case studies and hands-on exercises, participants will gain the skills necessary to generate insightful reports and analyse quality data for both operational and strategic decision-making.

Target Audience

- Quality managers and quality assurance professionals
- Data Analysts and reporting specialists
- Operations managers and business analysts
- Professionals involved in the development and analysis of quality performance data
- Anyone seeking to improve their ability to report and analyze quality data for organizational improvement

Learning Objectives

1. Understand the key principles and processes involved in quality reporting.

2. Create detailed and accurate quality reports that reflect operational performance.
3. Utilize various reporting techniques to analyse and present quality data effectively.
4. Identify and apply key performance indicators (KPIs) to measure and track quality metrics.
5. Interpret quality reports and use data analysis to make informed decisions.
6. Integrate quality reporting into the organization's continuous improvement processes.
7. Communicate quality findings clearly to stakeholders and management.

Course Outline

• 01 DAY ONE

Introduction to Quality Reporting and Analysis

- Overview of quality reporting: Importance and purpose
- Key components of quality reports: Data, analysis, and conclusions
- The role of quality reports in decision-making and continuous improvement
- Key performance indicators (KPIs) for quality reporting
- Introduction to quality data collection methods and tools

• 02 DAY TWO

Developing Effective Quality Reports

- Structuring quality reports for clarity and impact
- Data visualization techniques: Charts, graphs, and tables
- Organizing and presenting data for various stakeholders
- Identifying trends and insights from quality data
- Writing actionable recommendations based on data analysis

• 03 DAY THREE

Advanced Data Analysis Techniques for Quality Reporting

- Statistical tools and methods for quality data analysis
- Using statistical software and tools for reporting (e.g., Excel, SPSS, Tableau)
- Analysing variance, regression, and correlation in quality data
- Identifying root causes and patterns in quality performance

- Advanced reporting techniques for complex quality issues

• 04 DAY FOUR

Integrating Quality Reporting with Business Strategies

- Aligning quality reporting with business objectives and goals
- The role of quality reporting in strategic decision-making
- Reporting for continuous improvement: Using data to drive changes
- Integrating quality performance data with overall organizational reporting systems
- Communicating quality results to leadership and stakeholders

• 05 DAY FIVE

Presenting and Communicating Quality Reports

- Best practices for presenting quality data and findings to management
- Tailoring quality reports for different audiences: Executives, operational teams, customers
- Using storytelling techniques to make data compelling and understandable
- Creating an action plan based on the results of quality reports
- Review of common challenges in quality reporting and how to overcome them

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 4, 2025	May 8, 2025	5 days	4250.00 \$	Qatar - El Doha
Aug. 18, 2025	Aug. 22, 2025	5 days	4250.00 \$	UAE - Dubai
Nov. 17, 2025	Nov. 21, 2025	5 days	4950.00 \$	Greece - Athens