./change2IT

Get the career you love!

Become an Oracle Certified Professional just in 3 months!

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Overview

New career ahead of you!

We created this program for those who are looking for opportunities in life, and wanting to find success in a new field. This is why there is **no previous IT experience or knowledge is required** to participate in Change2IT program. You will know everything worth knowing about us, and our initiative, but never hesitate to contact us, if you have any questions.

The challenge is real!

Becoming an IT expert in just 3 months is not an easy task. Only apply to this program if you have the willingness to learn hard and diligently. In this program you will get everything you need to be able to take the Oracle Certified Professional exam at the end of the training.

What does it mean being an IT professional?

Being an IT professional is rather a lifestyle than having a job. In the 3 months period of the training we will kickstart your growth as a database administrator but that will be only the beginning of your journey on becoming a top IT expert. You should never forget that lifelong learning is one of the most important things in your career.

What you will learn

We've been teaching Oracle Database Administration and Administrators since 1993 and are committed to excellence. In 12 weeks, you will be able to:

✔ Use SQL language for creating and modifying database tables and other objects, and to retrieve data from those tables.

✔ Perform Oracle12c, Oracle18c and Oracle19c Database Administration: the basic and most important tasks, like controlling the instance, managing space, database users and so on

✔ Perform Oracle Database Backup and Recovery tasks including the usage of RMAN, flashback technologies and similar

✔ Administrate multitenant container databases and pluggable databases inside those containers. (This is not yet mainstream in Oracle, but it may well become mainstream. The main reason so far for learning it here is that it is a requirement for becoming an Oracle Certified Professional DBA).

People Come First is an IT association that is qualified to help you become an Oracle DBA. We will do so reliably, efficiently, fast and cost-effectively. **Our training** requires much commitment, but we designed it that not only unemployed people can participate in it.

You only need 2 weeks break from your job for the first 2 weeks and 1 at the end of the training, which you would have to spend in our beautiful city, Budapest.

A **two week stay in Budapest** is needed though at the beginning of the **3-month long program**, and one week spent in Budapest by the end of the program, for finalizing your knowledge, rehearsal of everything learned and taking the last certification exam.

Between these two sessions in Budapest, you will need at least **10 hours of work weekly** on the materials you'll be given.

Most of the training and practicing occurs outside business hours, so you may be able to achieve this while you work full time.

Database Administrator:
Job Description, Salary, and Skills

Database administrators (DBAs) are responsible for the evaluation of database software purchases and supervise the modification of any existing database software to meet the needs of their employer.

DBAs are responsible for maintaining the integrity and performance of company databases and guarantee that data is stored securely and optimally. DBAs inform end users of changes in databases and train them to utilize systems.

Through control access, DBAs ensure the security of company data. Their skills and technical expertise are desirable to many organizations, with the highest demand being in data-intensive organizations like insurance, finance, and content providers.

Database Administrator Salaries

According to the Statistics of PayScale, a database administrator in the Netherlands earns average of €51,965 annually.

The bottom 10% of Database Administrators earned a mean salary of €34,451 and the top 10% earned at least €66,948. Median annual salaries for database administrators were the highest in industries focused on computer system design and related services.

Job Outlook for Database Administrators

According to the Bureau of Labor Statistics, opportunities for database administrators are expected to grow by 11% from 2016 - 2026, faster than the average for all occupations. Demand has been driven by the trend for decision making in most organizations to become progressively more data-driven.

The expansion of cloud computing as a storage option for organizations has also supported increased demand for database experts. Demand is projected to increase by 20% in the computer systems design and related services industry from 2016 - 2026.

Some of the tasks of a Database Administrator are to:

- install the database software
- create and manage databases
- control the space consumption of the database
- control the access rights: who may access the data and in which way
- monitor and tune the performance of the system (this is a challenging and beautiful task in a data center)
- protect the database against hardware and software failures
- protect the system against human errors
- protect the data against malicious users and intruders automate various database administration tasks as much as possible
- install new versions of the software and patch the code when needed

Do I need existing IT knowledge?

We don't require any previous IT knowledge from our candidates, but you have to be motivated and hard-working because this won't be an easy ride.

The goal is to make you a reasonably good expert within **3 months** and to make you an officially **certified Oracle Database Administrator**. You will get the skills and hopefully the certifications as well.

We will make you an expert by:

1. Using the original and **fully licensed course materials** of Oracle University.

2. Running courses by trainers that **internationally acknowledged instructors** within Oracle University. With more than 50 (!) years of IT educational experience combined.

3. **Providing mentors** that are all practicing Oracle Certified Professional (OCP) level Database Administrators.

4. **Providing the environment** for you to learn and practice as much as you want **for 6 months**.

5. **Combining on-site training** in the picturesque Budapest with **web-based training** that you may attend from home.

6. Besides giving you the knowledge we will strive to help you become either **Oracle Certified Professional DBA** or at least Oracle Certified Associate DBA.

The plan and program

The program consists of 3 major parts:

1. The **first 2 weeks** will be a contact session where you will join us here, **in Budapest** for the classroom trainings. During this period you will get familiar with SQL, and the basic concepts of the Oracle Databases.

2. The **next 9 weeks** you will spend **at home**, but we will be a daily part of your life for this period, because of the remote sessions and mentoring.

3. On the **last week** of the program will be your time to shine, and show the world everything you learned. You will have to take **two exams** and everything will be set to start your new career in IT!

Now let's see the details!

Week 2

Venue: Budapest
Format: In-class training

Program:

- **Taking the Oracle Database 12c: SQL Fundamentals Certification Exam**
- The basics of PL/SQL language
  - Declare PL/SQL Variables.
  - Write SQL Statements in a PL/SQL block.
  - Create Composite Data Types.
  - Create Explicit Cursors.
  - Organize into Packages.
  - Employ Triggers.
- Oracle Database 12c R2: Administration Workshop course
  - Create and manage an Oracle Database Instance.
  - Create and manage Storage Structures.
  - Configure the Oracle Network Environment.
  - Create and manage users.
  - Monitor the database and manage performance.
  - Learn basic information on backup and recovery techniques.
  - Use the Oracle Support Workbench and My Oracle Support to update your Oracle Database software.

Week 1

Venue: Budapest
Format: In-class training

Program:

- Oracle Database 12c: Introduction to SQL
  - Understand the basic concepts of relational databases ensure refined code by developers.
  - Create reports of sorted and restricted data.
  - Run data manipulation statements (DML).
  - Control database access to specific objects.
  - Manage schema objects.
  - Manage objects with data dictionary views.
  - Retrieve row and column data from tables.
  - Control privileges at the object and system level.
  - Create indexes and constraints; alter existing schema objects.
  - Create and query external tables.
- Preparations for taking the Oracle Database 12c: SQL Fundamentals Certification Exam

Week 4

Venue: At home

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c: Backup and Recovery Workshop II. part:
  - Click to expand 8 RMAN Backup Concepts
  - Click to expand 9 Backing Up the Database
  - Click to expand 10 Backing Up the Database: Advanced Topics
  - Part IV Managing RMAN Backups
  - Reporting on RMAN Operations
  - Maintaining RMAN Backups and Repository Records
  - Managing a Recovery Catalog

Week 3

Venue: At home

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c: Backup and Recovery Workshop I. part:
  - Introduction to Backup and Recovery
  - Getting Started with RMAN
  - Recovery Manager Architecture
  - Starting and Interacting with the RMAN Client
  - Configuring the RMAN Environment
  - Configuring the RMAN Environment: Advanced Topics
  - Using Flashback Database and Restore Points

Week 5

Venue: <u>At home</u>

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c: Backup and Recovery Workshop III. part:
    - RMAN Data Repair Concepts
    - Diagnosing and Repairing Failures with Data Recovery Advisor
    - Validating Database Files and Backups
    - Performing Complete Database Recovery
    - Performing Flashback and Database Point-in-Time Recovery
    - Performing Block Media Recovery
    - Performing RMAN Recovery: Advanced Scenarios
    - Performing RMAN Tablespace Point-in-Time Recovery (TSPITR)
    - Recovering Tables and Table Partitions from RMAN Backups

Week 6

Venue: <u>At home</u>

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c: Backup and Recovery Workshop IV. part
    - Tuning RMAN Performance
    - Troubleshooting RMAN Operations
    - Duplicating a Database
    - Duplicating a Database: Advanced Topics
    - Creating Transportable Tablespace Sets
    - Transporting Data Across Platforms

Week 8

Venue: <u>At home</u>

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c R2: Managing Multitenant Architecture I. part:
  - Container and Pluggable Database Architecture Introduction
  - Configuring and Creating a CDB
  - Creating PDBs
  - Dropping PDBs
  - Migrating PDBs

Week 7

Venue: <u>At home</u>

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c: Backup and Recovery Workshop V. part:
  - Making User-Managed Database Backups
  - Performing User-Managed Database Flashback and Recovery
  - Performing User-Managed Recovery: Advanced Scenarios
  - Practices and exam preparations

Week 9

Venue: At home

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning

Subject:

- Oracle Database 12c R2: Managing Multitenant Architecture II. part:
  - Managing a CDB and PDBs
  - Managing Storage in a CDB and PDBs
  - Managing Security in a CDB and PDBs

Week 10

Venue: At home

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c R2: Managing Multitenant Architecture III. part:
  - Managing Availability
  - Managing Performance
  - Exporting and Importing Data
  - Loading Data
  - Auditing Operations
  - Scheduling Jobs

Week 12

Venue: Budapest

Format: Mentoring combined with In-class training

Program:

- Summary and clarifications for the following 3 subjects (courses):
    - Oracle Database 12c R2: Administration Workshop course
    - Oracle Database 12c: Backup and Recovery Workshop
    - Oracle Database 12c R2: Managing Multitenant Architecture

- Preparations for the Oracle Certified Associate (OCA) exam
- **Take the Oracle Certified Database Associate exam**
- Further preparations for the Oracle Certified Professional (OCP) exam
- **Take the Oracle Certified Database Professional exam**
- Final clarifications, summarizations and focus on real life DBA problems rather than focusing on exams
- Getting ready for doing real-life Oracle DBA jobs.

Week 11

Venue: At home

Format: 3 x 90 minutes of remote training led by an instructor and a mentor

Self study of the learning materials

Subject:

- Oracle Database 12c R2: Managing Multitenant Architecture IV. part:
    - Oracle Database Cloud Service: Overview
    - Practices and exam preparations

Get certified!

A vital part of the training is the **certification exams** at the end. Throughout the program you will learn from official Oracle learning materials, with professional Oracle instructors.

We created the curriculum and the mentoring sessions in order to prepare you for the exams. Industry professionals usually have 2-3 years of experience before they try to take the Oracle Certified Professional exam, so it is very important to take the exam preparation seriously.

Oracle Professional Certification is an asset every employer likes to see. It is an official and **industry-acknowledged proof** of expertise.

The list of certification exams you will take:

Oracle Database SQL Certified Associate
Read more about it! >>

Oracle Database 12c Administrator Certified Associate
Read more about it! >>

Oracle Database 12c Administrator Certified Professional
Read more about it! >>

Foreword to Aptitude
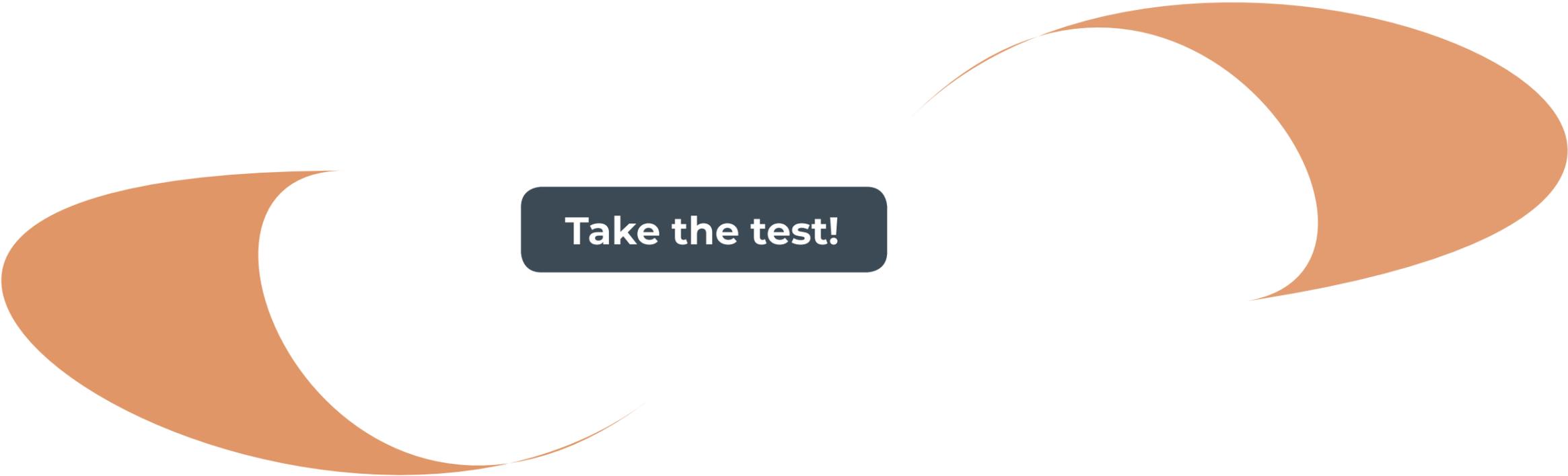# Assessment for Oracle DBA-s

For starters!

Your previous education or your existing IT skills do not matter: you may or may not be talented for this type of job. If your talents lay elsewhere, then it would be a pity for you to study Database Administration: you may not like this, or you may not be successful enough here.

For this to avoid, we have developed a test that measures your aptitude for the job role of a System Administrator, a Database Administrator or System Engineer. This is neither an IQ test, nor do we test somebody's skills or talent in say Java Programming. We will let others do this. We would just like you to avoid making the wrong choice.

So if you consider becoming an Oracle Database Administrator, and if you consider joining our program, then please answer the questions and **take our DBA Aptitude Test**. Let us measure your results and we will tell you if we can help you become a successful Oracle DBA or not.

Why spend your money and your time on studying the wrong subject?

Take the test!

Am I talented to become a DBA? Is it the right choice for me?

Like we have mentioned earlier, performing Oracle Database Administration and Java Programming are rather different. They require different type of skills and talent. One could be a gifted Database Administrator but a poor Programmer or vice versa. So there is a serious challenge of making the right choice. You should not spend considerable time and money trying to become an expert in the area that may not quite suite you later.

The speed of changes in IT is astonishing. This forces all the participants to continuously learn. Furthermore: you speed up learning new technologies, your ability to constantly improve your knowledge, your desire to go ahead and explore is getting more important than knowing facts.

It is crucial for us to stress some facts before you would start our Aptitude Assessment:

▸ We do not want and do not plan to measure your IQ or your talent in general.
We will do much less: we hope to **measure how quickly you can learn system administration tasks**.

▸ Such a tool has never been seen before. We have invented and developed this technique ourselves. So the early results might not be quite trustworthy. Yet we are confident that over time the findings will be getting more and more precise, hence more and more useful.

▸ We would of course like many of you to attend our training course. We are a training center, we do it for a living. We need revenues. But it would not be fair to accept students that might be better off in a different job role. Therefore if your results are not so good, please don't view this as our ignorance, but rather as our attempt to protect your time and money.

▸ Our aim is to measure the speed of learning new things, rather than measuring existing knowledge. So it may often be the case that someone with much less experience gets better results than the more experienced colleagues. This is absolutely normal.

▸ The results may only be trustworthy if you answer correctly the questionnaire before the tests.
Please don't try to fool the system: this is not a race among competitors but rather a tool that measures your capabilities. Coming to a wrong conclusion is bad for all parties.

What does a Database Administrator do? What are the good and bad sides of this role?

The majority of the software systems are built around data. They collect, modify, display the data. Or they help to make decisions based on that data. Prevalently the data is kept in software systems called databases. The majority of those really big databases are Oracle Relational Database Management Systems, (Oracle RDBMS). The Database Management Systems need experts to take care of them. They are the **masters and the guardians of data**, often the **wizards of data protection and data processing**. They are called Database Administrators.

We think that it is very important to emphasize, that being a programmer (in Java, Javascript, .NET or any other language) is not your only choice. There is a dire need for Database Administrators as well.

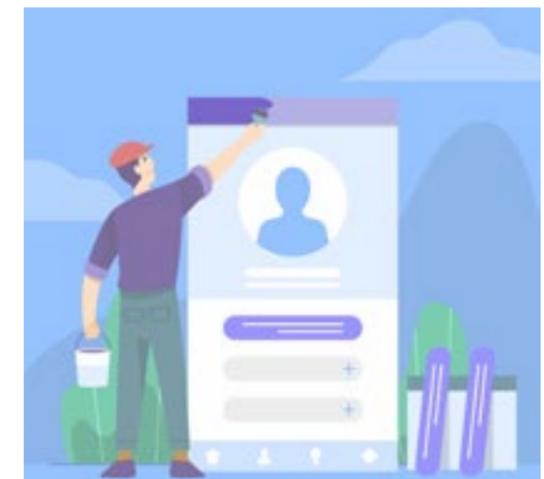**What type of IT job to choose? Which one fits me more?**

Every classification can be questioned, but we can somewhat oversimplify this in order to say there are:

- *programmers* who mostly write and maintain application

  To some extent, we may say if you feel more **like an artist** (a painter or a sculptor), if you wish to create a code of your own, then programming is the way to go.

- *program administrators* who put together systems, fix problems and let the systems run safely

  If you feel more **like a doctor**, somebody who wishes to heel systems, who controls them, who can enjoy the perfection of smooth operation, even if it's a code written by others, then you might consider rather becoming a system administrator of some kind.

With this oversimplification in the IT you may become similar to an artist or to a doctor, depending on your nature, on your preferences and skills.

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Once you've decided that you are to become an administrator, then there are still several options to choose from.

You may become a:
- Operating System Administrator (for UNIX, Linux, Windows..)
- Database Administrator (for Oracle, Microsoft SQL Server, IBM DB2, MySQL, Postgres...)
- Application Server and other Middle Tier System Administrator (for Weblogic, Websphere, ...)
- Network Administrator (for Cisco, Huawei, ...)
- Storage Subsystem Administrator (for EMC, IBM, Network Appliance, ...)
- Backup System Administrator

Later we plan to offer pre-qualifications for many of the above, but at the moment **we offer a 12 week training program** for you to become an Oracle Database Administrator.

Why we have started with this one if there are so many other options as well?

We have 8 important arguments:

▸ Because the labor market needs many Oracle Database Administrators worldwide

▸ An Oracle Database software is beautiful. It's one of the crown jewels of the software industry.

▸ We deal with it for more than 20 years now and we are simply in love with it. We are convinced that you will enjoy it as well if you'll learn it from us.

▸ It is a product that is pretty stable for more than 25 years now. New features are permanently added to it, but the previous facts and features are still valid and useful. So your knowledge will likely be a good long term investment.

▸ The Oracle Database is the number one choice among the database products for at least 25 years. The market share does not seem to shrink. To a much lesser extent, but this knowledge will even be useful should you administer other relational database systems.

▸ Because Oracle Corporation gave us the licenses to run this program using their courseware and software.

▸ Because we have instructors who continuously have taught Oracle DBAs from 1992 up until today. In 36 different countries, we have trained thousands of Oracle DBA experts.

▸ Our mentors are Oracle Certified Professional (OCP) DBAs and one is even an Oracle Certified Master (OCM) DBA. You will hardly find so qualified group to conduct training elsewhere in the world.

Database Administrator skills

Here's a list of database administrator skills that employers seek in candidates for employment.

Skills will vary based on the job for which you're applying, so also review our list of skills listed by job and type of skill.

A - G

- Advise Management on Long-Term Capacity Plans and Growth
- Assign Passwords and Maintain Database Access
- Analyze and Recommend Database Improvements
- Analyze Impact of Database Changes to the Business
- Audit Database Access and Requests
- Backup and Restore Data
- Communicate Requirements to System Administrator
- Comfortable Working With Production Servers
- Configure Database Software
- Continually Review Processes for Improvement
- Debug Database Issues on Live Data
- Deploy System Updates

- Design and Build a Database Management System
- Develop and Test Methods to Synchronize Data
- Develop and Secure Network Structures
- Ensure Data is Secure
- Ensure Databases Run Efficiently
- Ensure Platform Availability
- Extract Live Data
- Guarantee Database Setup Meets Industry Requirements

H - M

- Identify User Needs to Create and Administer Databases
- Implement Backup and Recovery Plan
- Install Database Software
- Install Updates
- Maintain Database
- Merge Databases
- Mine Data
- Modify Databases to Specific User Requirements
- Monitor Available Disk Space

N - S

- Oversee Development of New Databases
- Optimize Queries on Live Data
- Plan Disk Storage Requirements

- Proactively Tune Database in Production
- Prevent Data Loss
- Quickly Assess a Situation and Develop/Implement a Solution
- Recover Lost Data
- Repair Program Bugs
- Research Emerging Technology
- Review Existing Solutions
- Set Security Permissions for Database
- Setup Safety Measures to Recover Data
- Solid Project Management Capabilities
- Solid Understanding of Company's Data Needs
- Strong Technical and Interpersonal Communication

T - Z

- Test Database to Ensure Everything Operates Efficiently Without Error
- Test Recovery Plans
- Thorough Knowledge of SQL
- Troubleshoot Database Errors
- Understanding of Popular Database Management Software (SQL and MySQL)
- Update Database Permissions
- Work Closely with Development Teams with Regards to Database