

# Diploma in Intelligence Operations

## The pre-eminent intelligence analysis qualification.

This Level 4 qualification is the highest level vocational qualification available to those working within intelligence and data analysis roles in the UK. It is specifically designed for individuals who are looking to achieve a nationally recognised qualification to prove their competence in high level data and intelligence analysis.

The Diploma covers the full spectrum of intelligence analysis skills as defined by the National Occupational Standards. Individuals will receive the most comprehensive analytical techniques training available, to enable them to influence high level decision making through intelligence analysis.

*"I would recommend the Level 4 Higher Diploma in Intelligence Operations to any intelligence analyst, regardless of their specific role or their level of experience. Despite having worked in this field for a number of years, the analytical techniques training helped me to understand the theory behind my analysis, and identified new techniques that I am now able to implement."*

**Deputy Department Head,  
National Crime Agency**



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## Who is this Diploma for?

Any individual wishing to develop their skills and then demonstrate the following competencies:

- Collection of data from various sources
- Analysing data using one or more recognised techniques
- Identifying patterns and trends within data
- Forming assessments based on analysis
- Creating and disseminating products or reports based on the results of data analysis, such as detailed written intelligence reports, intelligence based presentations, statistical analysis products and link analysis charts
- Making recommendations as a result of intelligence analysis to support organisational decision making and the achievement of strategic objective

## Example industries & roles

The Diploma is suitable for anyone working in financial, counter fraud, risk assessment, cyber threat and trend analysis roles, such as:

- Compliance Managers
- Data Analysts
- Data Managers
- Fraud Analysts
- Intelligence Analysts
- Loss Adjustors
- Education
- Energy, utility, process, chemical, petrochemicals and pharmaceuticals
- HM Forces – Air Force, Army, Marines and Navy
- HM Revenue & Customs
- Insurance and debt recovery
- Intelligence Agencies – MI5 and MI6
- IT organisations dealing with cyber threats
- Police Forces
- Research facilities
- Serious Fraud Office
- UK Visa and Immigration Services

It is relevant to those working in many public and private sectors, including:

- Banking and financial services
- Council counter fraud and tax collection

## The model

Intelligencia will:

- carry out a scoping exercise prior to training and through engagement to determine how best to deliver training in line with the organisational needs and challenges
- design and develop the underpinning knowledge and skills workshops based on your business model
- provide a very experienced and highly qualified sector specialist to deliver the skills workshops and support each individual through their programme
- ensure that all learning and assessment is pre-planned to ensure it is realistic and achievable in line with work commitments
- deliver six training days and three optional performance evidence workshops, which will include vocational assessments. Workshops may be delivered on the employer's premises or at regional centres

## What does the course cover?

Candidates will gain advanced competencies in intelligence analysis to support decision making, including:

- In-depth understanding of the intelligence cycle
- Comprehensive understanding of collection methods, collection planning and intelligence capabilities
- Understanding of audit trails relating to intelligence analysis
- An understanding of the security and intelligence handling requirements relating to national legislation
- Detailed analytical techniques training (theory and practical) – to include link analysis, analysis of competing hypothesis, cone of plausibility, backcasting and SWOT analysis
- The ability to create and disseminate products or reports based on the results of data analysis and to specific customer requirements
- Training will also focus on developing the ability to effectively disseminate intelligence
- Training in the formation of assessments and recommendations to support organisational goals
- Additional analytical techniques training as required by the candidate's role

## Qualification achievement pathway

To achieve the Level 4 Diploma in Intelligence Operations individuals will need to attend both knowledge and practical evidence collection workshops, during which they can demonstrate the knowledge and analytical skills developed during the training and produce the detailed evidence portfolio required to meet the qualification standard.

The training includes six days of workshops which can be scheduled to try and best match the business needs and the individual's work commitments. Cohort size for workshops is important so it is ideal to set and agree fixed workshop dates at the start of each programme. Delivery is flexible depending on the needs of the organisation. A suggested delivery model is below.

### Workshop 1 (2 days)

#### Day 1 – Intelligence Fundamentals

Introduction to Intelligence	Intelligence Cycle
Evaluating Sources of Intelligence	Collection Planning

#### Day 2 – Introduction to Intelligence Analysis

Introduction to Analytical Techniques	
Pattern & Trend Analysis	Assumption and Bias
Maximising the Dissemination of Intelligence Products	

A break of 4-6 weeks is suggested between workshops 1 and 2 and this is an ideal opportunity for evidence to be gathered for the qualification portfolio.

### Workshop 2 (2 days)

It is suggested that techniques which support strategic planning and decision making are chosen, which will best support your role.

#### Day 3 – Theory and Practical Exercise for:

Intelligence Preparation of the Environment	
Quantitative vs Qualitative Analysis	
SWOT Analysis	Centre of Gravity Analysis
Environment Scanning	

#### Day 4 – Theory and Practical Exercise for:

Backcasting	Cone of Plausibility
Measure of Effect Analysis	Link Analysis

A break of 4-6 weeks is suggested between workshops 2 and 3 and this is a further opportunity for evidence to be gathered for the qualification portfolio.

### Workshop 3 (2 days)

#### Day 5

Completion of a live business project which will focus on strategic data analysis and integration issues across departmental boundaries within the learner's company.

Individuals from different parts of the organisation will work collaboratively in small groups on a selected project and will utilise a range of the analytical techniques examined in the previous training days. Each group will present their findings / recommendations to an invited management team at the end of day 6.

#### Day 6

AM: make final preparations to presentation

PM: present findings to an invited management team

### Qualification Assessment

The remaining vocational competency evidence and assessment will be gathered during up to three observation visits in the workplace. For the knowledge element of the qualification, individuals will need to complete a question based assignment after each of the three workshops.



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