Power BI
Essentials

Course Overview

Microsoft Power BI is a suite of business intelligence (BI) services that allows business users to perform sophisticated data analysis turning data into actionable insights.

In this beginner course we will introduce the Power BI Desktop program and use it to fetch data from a variety of sources. We will then look at how we can use the simple drag-and-drop interface to create stunning visuals in an interactive report. Finally, we will publish the report to the online service where we create a dashboard and look at how we use both to derive business insights.

Program Format

This is a one-day program that can be delivered face-to-face or as two half-day virtual programs.

Course Objectives

- Understand the Power BI Architecture
- Use Power Query to Import Data
- Create an Interactive Report in Desktop
- Know how to Share Reports and Dashboards

Course Outline

What is Power BI
What is Power BI
Power BI Licensing
Overview of Power BI Desktop

Importing Data
Data Connection Options
Get Data from Excel
Introduction to Power Query
Get Data from a Folder

DAX Data Model
What is a Data Model
Fact vs Dimension
Understand Relationships
Manage Relationships

Introduction to DAX
Calculated Columns
Simple Measures

Add Visualisations
Map and Treemap Visuals
Cards and Tables
Line and Column Charts
Customise Visuals

Report Settings
Page and Canvas Settings
Add Images and Shapes
Change Themes
Add and Manage Pages

Work with Visuals
Focus and Spotlight Mode
Tool Tips
Cross Filter and Highlight
The Filters Pane
Work with Slicers

The Power BI Service
Understand Workspaces
Publish to the Service
Sharing Options
Subscribe and Comment
Reset and Bookmark
Export Data from a Report

Create a Dashboard
Report vs Dashboard
Create a Dashboard
Work with Tiles
Use Quick Insights

Prerequisites

Attendees will require the following:

- Experience developing Power BI Reports
- Power BI Desktop program
- Two screens (for online courses)

Priority ®

A Better Way To Work