

Power BI Introduction

One Day

Training in this course covers the essential skills in understanding and using Microsoft Power BI in order to produce up-to-date, meaningful and purposeful reports in an understandable and informative way. Attendees will get most benefit if they have previously gained a fair knowledge of Excel with some familiarity with Excel Pivot Tables and Excel Functions like SUMIFS and VLOOKUP. Alternatively people with Database, Programming, or other BI experience will also benefit.

Course Aims

This course demonstrates what is possible using Microsoft Power BI to collate, analyse and demonstrate information in a variety of ways. The training will provide a solid understanding of the capabilities of the software. Training therefore covers:

- Transforming and loading data into the Data Model
- Visualising it with a rich set of graphics, charts and dashboards.
- Receiving useful personalised suggestions for good practice from an expert trainer
- Sharing visualisations with colleagues or others

Course Content

- What is Microsoft Power BI?
- Understanding the Power BI environment
- Installing Power BI Desktop
- Understanding Data Sources in Power BI Desktop
- Importing a variety of data sources into Power BI Desktop
- Connecting to Excel Workbooks, Access Databases, CSV Files and other data locations.
- Exploring Power BI Desktop
- Working with the Fields and Visualisation Panes
- Using Report View to create visualisations
- Using Data View to sort and Format data
- Creating a Data Model in Power BI desktop
- Understanding the Data Model
- Using Relationship View
- Creating Many-to-One relationships
- Refreshing Data
- Visualisations Workshop using Power BI Desktop
- Adding visualisation to the Report Canvas
- Understanding and controlling interactions between visualisations
- Using Drill Down and Drill Through on visualisations
- Creating and using Hierarchies
- Introduction to DAX in Power BI Desktop
- Exploring the importance of custom calculation within the Data Model
- Creating Calculated Columns & Measures
- Understanding Evaluation Context
- Using CountRows and DistinctCount Functions
- Using Queries in Power BI Desktop
- Understanding the role of Queries in data import
- Understanding Extract, Transform & Load (ETL)
- Data transformations
- Applied Steps
- Creating and using Query Parameters
- Publishing to Power BI Service
- Publish your Report to PowerBI.com
- Creating Dashboards
- Using Power Pivot Data Model in Power BI Service
- Creating visualisations in Power BI Service using Power Pivot data
- Sharing your Dashboards & Content Packs
- How to share your interactive Power BI Dashboards with people both inside and outside your organisation.
- Sharing using Power BI, Web, PowerPoint