



Introduction to Power BI

Duration: 3 Days

Who should attend:

This Introduction level Microsoft Power BI Training course will give you all the skills you need to jump-start your Power BI journey.

Throughout the course, you will access data from a wide range of data sources and create Reports using the in-built visuals. You will also be shown how to format those visuals for maximum effect and how to import custom visuals to extend your reporting capability. You will gain an introduction to the M and DAX languages and then publish your masterpiece to a workspace in the Power BI Service, creating Dashboards, sharing Reports and Dashboards with colleagues, and concluding with scheduling a data refresh.

Pre-requisites:

Delegates should have a good working knowledge of Microsoft Office products particularly Excel.

Content

Module 1: Power BI Overview

- Visual analysis and visual analytics
- Power BI Infrastructure
- Loading Data
- Introduction to Power BI Desktop

Lab: Loading and Visualising data

Module 2: Transforming Data

- Using Power Query to clean, transform and load data
- Profiling your data
- Resolve data quality issues
- Apply user-friendly names to Queries, tables, and columns
- Import data from an Excel formatted report

Lab: Transforming Data with Power Query

Lab: Appending, Merging, and Combining Queries

Module 3: Creating a Data Model

- Understand the role of the Data Model in Power BI
- Create table relationships
- Understand Cardinality and Cross Filtering
- Discuss Star and Snowflake schema
- Create a Date Dimension
- Build a Data Model from multiple Data sources

Lab: Creating a Data Model

Module 4: Visualizing your Data

- Discuss Report settings



Introduction to Power BI

- Choosing the right visualisations
- Creating, formatting, and styling your reports
- Using Hierarchies and Drilldown
- Utilising Slicers and Filters
- Adding Custom Visualisations

Lab: Creating Reports Part 1

Lab: Creating Reports Part 2

Lab: Creating Reports Part 3

Module 5: Introduction to DAX, Calculated Columns and Measures

- Gain an Introduction to DAX
- Differentiate between Calculated Columns and Measures
- Create Calculated Columns
- Create Measures
- Understand Filter and Row context
- Understand the power of the Calculate function

Lab: Introduction to DAX

Lab: Intermediate Level DAX

Module 6: Collaboration and Sharing (Publishing Reports and Creating Dashboards)

- Discuss the Power BI Service and Power BI Server
- Understand the main components of the Power BI Service
- Publish a Power BI Project to the Power BI Service
- Share Reports
- Build and Share Dashboards

Lab: Collaboration and Sharing in the Power BI Service