

MS PowerBI Level 1: Basic

What Can You Expect?

Learn to create powerful reports and dashboards with Microsoft PowerBI.

Create Data Models and use the DAX Formula language to develop powerful calculations and easily create a wide range of graphs and visualisations using drag and drop technologies.

What Is Required From You?

You will need to know the basics of working with data in Excel (Excel Level 3 Data Management and/or Excel Level 5 PivotTable & Dashboard Reporting).

For this course, you will need to sign up for the free Microsoft PowerBI service and download the Power BI Desktop app, which is available from Microsoft.

Who should attend this course:

- All Excel users who work with data, reports or dashboards
- All existing Business Intelligence developers and users
- Business users who need to create reports using data

2 Day Course Content

What is Power BI?

What is Power BI Desktop?

What is the Power BI service?

Comparing Power BI Desktop and the Power BI service

Sign up for the Power BI service

Introduction to the Power BI Desktop

Work with Report view in Power BI Desktop

Creating Reports using Power BI Desktop

Visualization types in Power BI

Use report themes in Power BI Desktop

Slicers in Power BI

Customise tooltips in Power BI Desktop

Add text boxes and shapes to Power BI reports

Sort by column in Power BI Desktop

Optimize Power BI reports for the mobile app

Interact with a report in Editing view in the Power BI service

Analyze in Excel

Work with aggregates (Sum, Average, Max, Min)

Publish datasets and reports from Power BI Desktop

Basic concepts for designers in the Power BI service

Visualizations in Power BI reports

Tables in Power BI reports and dashboards

Introduction To Dashboards

Query overview in Power BI Desktop

Create And Use Measures

Create Calculated Columns In Power BI Desktop

Create And Manage Relationships

Apply DAX basics