

Power BI Desktop

Course Duration

2 Days

Objectives & Expected Outcomes

Delegates will learn about:

Power BI Desktop Concepts and Main Features, Data Sources compatible with Power BI Desktop, Connecting to Data with Power BI Desktop, Explore Data Visualizations, Apply Common Query Tasks to Shape Data in Power BI Desktop, Create and publish Reports

Pre-Requisites

Please note that this course is not suitable for new Excel or database users – delegates will need:

- An understanding of basic data concepts
- Ability to create, format chart outputs
- Be able to create formulas using standard aggregate functions

Subjects

Getting Started with Power BI Desktop

Power BI Concepts and Overview | Introduction to Main Features | Imports | Visualizations | Filters and Queries | Reports

Connecting to Data Sources with Power BI Desktop

Data Sources Power BI Desktop will connect to | Data Types and Properties in Power BI Desktop | Import and Enter Data | Get Data and Query Editor | Introducing the Query Editor | Using the Query Editor to Connect to Data | Combining Data Sources as a Mash Up | Working with Relationships in Data

Data Visualizations



Overview of Data Visualizations | Tables and Matrix Views Applying Conditional Formats | Charts | Interactive Data and Date Slicers | Drill Visualizations to see underlying data | Create Reusable Field Hierarchies | Record Grouping and Binning in Visualizations | Drill Visualizations with using Dates | Clustering | Analytics and Forecast Lines in Visualizations | Creating Role Based Views | Data Categories, Geo-Data and Maps

Querying and Shaping the Data

Common Activities using Query Editor | Filters | Transforms | Pivot and Group By | Creating Custom Calculated Columns | Adding Conditional Columns | Introduction to DAX Expressions | Histograms

Reports and Output Options

Report Elements and Options | Working with Pages | Adding Graphics | Visual and Filter Settings | Export Power BI Data to CSV | Create a Power BI Template
