



REAL WORLD
TECHNOLOGY TRAINING & SOLUTIONS
"Training You Can Really Use"

55400: Microsoft® Power BI® for End Users

Duration: 2 Days

Method: Instructor-Led Training (ILT) | Live Online Training

Course Description

This course will take participants on a journey from the concepts of a Power BI project right through to the end result in an engaging and structured format. Participants will get hands-on with a wealth of data to practise the techniques taught in this course.

Target Audience

This course is intended for:

- Individuals that are looking to learn how to use the range of Microsoft Power BI tools to refine and model their data into a visual and interactive format.

Prerequisites

To attend this course, candidates must have:

- Working knowledge of Microsoft Office especially Microsoft Excel® and Microsoft Outlook®.

Course Objectives

Upon successful completion of this course, attendees will be able to:

- understand which Power BI tool to use for different projects.
- Connect to and maintain connections to data sources.
- Query their data sources to refine the data they are pulling into their project.
- Optimise a data model to enhance the performance of their reports.
- Use Data Analyses eXpression (DAX) language to create columns and measures.
- Create dimensional hierarchies and plot geographical data.
- Create engaging, visual reports from their data model.
- Publish their project to a workspace and manage it from the Power BI web service.
- Build a dashboard to aggregate essential visuals from reports.
- Share their reports with colleagues.



Microsoft Partner

Tel: 876-978-1107 / 876-978-1486

WhatsApp: 876-978-9353

E-Mail: training@RWTTTS.com | **Website:** www.RWTTTS.com





Course Topics

Module 1: An Introduction to Power BI

- What is Business Intelligence?
- Introducing Power BI
- Power BI Tools and Services
- Power BI Report Server
- Power BI (Online)
- Power BI Desktop
- Case Studies
- Support and Information
- Data Stories

Module 2: Requirements Gathering

- Welcome to House Rules Board Games
- Beginning a BI Project
- Grain Statements
- Data Discovery
- Refining Information
- Modelling Data
- Building Reports
- Roles
- Publishing
- Creating Dashboards
- Choosing Workspaces
- Create and Share a Report in Power BI

Module 3: Extract, Transform and Load Data

- Creating a Project with Power BI Desktop
- Pinning an Active Project
- What is in a PBIX File?
- Connecting to Data Sources
- Managing Data Connections
- Refine Data with Power Query
- Applied Steps
- M Code Language
- Designing Your Query
- Choose Columns
- Rename Columns
- Moving Columns
- Formatting Columns
- Replacing Values
- Expanding Related Columns
- Star Schemas
- Merge Columns
- Split Columns
- Custom and Conditional Columns

Module 4: Creating a Data Model

- Understanding Relationships
- Cardinality
- Cross Filter Direction
- Hiding Tables and Columns
- Formatting Columns
- Introducing DAX
- Designing Calculated Columns
- Creating Measures
- Adding Lookup Tables
- Structuring Data with Dimensional Hierarchies
- Roles and Row Level Security





Course Topics *Continued*

Module 5: Designing Reports

- Adding Pages and Navigation Buttons
- Using Shapes, Text and Images
- Creating a Theme
- Adding Visualisations
- Using Filters and Slicers
- Controlling Filters
- Adding Drill Throughs
- Adding Custom Visualisations
- Configure Phone Layouts
- Report Tips

Module 6: Using Workspaces and Dashboards

- Power BI Licensing
- My Workspaces
- App Workspaces
- Premium Capacity Workspaces
- Creating a New Workspace
- Publishing a Project
- Parallels with Microsoft Excel
- Publishers and Viewers
- Reconnecting with Data Sources
- Introducing the On-Premises Data Gateway
- Scheduling the Data Refresh Frequency
- Assigning Security Roles
- Creating and Populating Dashboards
- Customising Dashboard Tiles
- Creating Tiles Using Q&A and Quick Insights
- Creating a Mobile Dashboard
- Sharing Reports and Dashboards
- Publishing Apps in a Workspace
- Publishing Content to Websites

LABS INCLUDED

