



Introduction to Microsoft Power BI (Business Intelligence)

One-Day Course

Windows

Course Overview:

Power BI is a collection of software services, apps, and connectors that work together to turn your unrelated sources of data into coherent, visually immersive, and interactive insights. Whether your data is a simple Excel spreadsheet, or a collection of cloud-based and on-premises hybrid data warehouses, Power BI lets you easily connect to your data sources, visualize (or discover) what's important, and share that with anyone or everyone you want. This course covers the three main elements – the Desktop, service, and Mobile apps. By the end of the course, participants will be creating reports in Power BI Desktop, sharing them in the service, and drilling into them on our Mobile devices.

Course Content:

Overview

- Obtaining Power BI Desktop (32 or 64 bit)
- Getting started with Power BI Desktop

Connecting to Data

- Defining Data Sources
- Connecting to: Excel files, Folders, Access databases, Web information and text files

Shaping and Combining Data

- Understanding Queries
- Shaping and Combining Data
- Categorizing Data
- Using the Relationship view
- Creating and managing relationships
- Performing common query tasks

Data Fundamentals

- Understanding Data Types
- Using Calculated columns
- Using Measures
- Learning DAX Basics

Working with Reports

- Using the Report View
- Creating interactive data visualizations
- Formatting different visualizations
- Creating Report and Page filters

Sharing your Work

- Publishing from Power BI Desktop
- Using Dashboards in Power BI
- Using Q&A to ask questions in natural query language
- Sharing a dashboard from Power BI
- Utilizing the Power BI mobile app