



Microsoft Power BI Introduction

Getting Started with Power BI

- Power BI Concepts and Overview
- Power BI components and Features
 - Imports
 - Visualizations
 - Filters and Queries
 - Reports
- Navigating the online service.
 - Favourites
 - Recent
 - Apps
 - Shared with Me
 - Workspaces
 - My Workspace
 - Get Data
 - How to find the online report creator
- The difference between the Desktop and Online Versions of Power BI
- How to determine when to use the desktop and online versions of Power BI.

Creating Data Visualizations

- Connecting, Importing and Entering Data from one or more data sources (online / Desktop)
- Creating Relationships in Data (Desktop)
- Creating Charts (Desktop)

Creating Data Visualizations

- Creating Reports (Desktop)
- Overview of Data Visualizations (Desktop / Online)
- Changing Visualizations (Desktop)
- Creating Interactive Slicers and filters (Desktop)
- Creating measures
- Creating calculations and conditions
- Drilling through data (Online / Desktop)
- Applying Data to a map. (Desktop)
- Introduction to Visualization Formatting and Conditional Formatting (Desktop)
- Using the KPI Feature
- What is DAX?

Creating Dashboards

- Creating a Dashboard (online)
- Applying Report Visualisations to a Dashboard (online)
- Making dashboards interactive (online)
- Sharing Dashboards (online)

Our hands-on one-day course covers the core concepts of Power BI and introduces delegates to creating reports and dashboards. No prior Power BI experience is required, though Excel knowledge is helpful. The course can use either the Power BI Desktop or Online version, depending on your preference.

