

# Power BI - Training Course

## Course Outline

Discover how to quickly get insight from your data using Power BI. This course can help you create and share impactful visualizations with others in your organization. First off, we begin by covering the web-based Power BI service, explaining how to import data, create visualizations, and arrange those visualizations into reports. We will discuss with you how to pin visualizations to dashboards for sharing, as well as how to ask questions about your data with Power BI Q&A. We will provide you with coverage of Power BI Mobile, explaining how to use it to view and share your data, as well as how to use the data modeling capabilities in Power BI Desktop.

### Topics include:

- Working with cloud-based and on-premises data sources
- Creating reports with data visualizations
- Modifying existing reports
- Creating and managing data dashboards
- Sharing Power BI datasets, dashboards, reports, and workbooks
- Using Power BI Mobile and Power BI Desktop
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### Get Started with Power BI

- Overview: Power BI concepts
- Sign up for Power BI

### Get Data

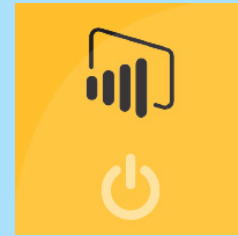
- Overview: Power BI data sources
- Connect to a SaaS solution
- Upload a local CSV file
- Connect to Excel data that can be refreshed

### Create a Report with Visualizations

- Explore the Power BI portal
- Using visualizations
- Create chart visualizations
- Use text, map, and gauge visualizations and save a report
- Use a slicer to filter visualizations
- Sort, copy, and paste visualizations

### Modify and Print a Report

- Rename and delete report pages
- Add a filter to a page or report
- Print a report page
- Send a report to PowerPoint



### LEVEL:

- Introduction

### DURATION:

- 2 Days

### MAX DELEGATES:

- 12 Number

### COURSE TIMES:

- 09:30 - 16:30

### BIGROCK SUPPORT:

- 12 months' support
- Video support via YouTube
- Email and Tel support
- Live support

### RELATED COURSES:

- Premiere - 2 days
- Illustrator - 1 day
- InDesign - 2 days
- Acrobat - 1 day

## **Create a Dashboard**

- Create and manage dashboards
- Pin a report tile to a dashboard
- Pin an Excel element to a dashboard
- Add a tile to a dashboard
- Build a dashboard with Quick Insights

## **Share Data with Colleagues and Others**

- Overview: Sharing reports and dashboards
- Publish a report to the web
- Manage published reports
- Create an app workspace and add users
- Create a QR code to share a tile
- Embed a report in SharePoint Online

## **Use Power BI Mobile Apps**

- Get Power BI for mobile 5
- View reports and dashboards in the iPad app
- Use workspaces in the mobile app
- Sharing from Power BI Mobile

## **Use Power BI Desktop**

- Install and launch Power BI Desktop
- Transform data
- Get Power BI Desktop data with the Power BI service
- Export a report from Power BI service to Desktop
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## Summary