

Microsoft® Power BI® Beginner



Length: 2 Days / 4 Half Days

Overview: This beginner's Power BI course is designed to give new and prospective Power BI users the skillset and experience necessary to create Power BI data models, reports, and dashboards. During this class students will connect to a data source, transform data, organize a data model, create measures to summarize their data, and express their data using Power BI visualizations. At the end of this course, attendees will have a playbook for tackling a full end-to-end Power BI project. This course can be taught over a 2-day period.

- Objectives:**
- Consuming example Power BI reports and dashboards
 - Extracting, transforming, and loading data using the Power Query Editor tool
 - Setting up a Star Schema data model
 - Creating, formatting, and organizing basic measures using DAX language
 - Selecting and formatting visuals according to practical and aesthetic best practice
 - Pushing a report to Power BI services and creating a dashboard
 - Connect to various data sources

Exploring PBI Services Service

- Key Power BI Concepts and Terms
- Power BI Report Capabilities and Features
- Power BI Dashboard Capabilities and Features

Making A Report and Dashboard

- Data Storytelling Best Practices and Mistakes to Avoid
- Report editing and building
- Visual selection and page formatting
- Dashboard Use Cases
- Tile Pinning
- Guided Report and Dashboard Building Exercise

Power BI Desktop Tour

- Desktop Views
- Report
- Data
- Model
- Taskbar
- Home
- Insert
- Modeling
- View

Import and Transform Data

- Power Query Editor Capabilities
- Extract
- Transform
- Load
- Common connectors
- Power Query Panes
- Query
- Data
- Query Settings
- Taskbar Review
- Home
- Transform
- Add Column
- View

Star Schema Table Relationships

- Manage Relationships
- Star Schema Breakdown
- Configuring Relationships
- Cardinality
- Direction

continued

Creating, Formatting, and Organizing DAX Measures

- Create Measures Using DAX
- Create Columns Using DAX
- Using Quick Measures Feature
- Filtering
- Key Aggregations
- Totals
- Averages
- Counts
- Formatting
- Organizing IN Measures Folders

Visual Selection and Report View Creation

- Fundamental Report Visuals and Their Use Cases
- Unguided Report Creation
- Show and Tell: Report Build Idea Pooling

Prerequisites

No prerequisites for this course.

Materials

- All students will receive slides with lecture material and data.
- Software Needed on Each Student PC
 - Microsoft Excel 2010 or later (2013 or later recommended)
 - Internet access
- Related data and lab files will be provided

Other Power BI courses available: Power BI Intermediate and Power BI Advanced

Publish Report To PBI Services and Make Dashboard

- Develop Dashboard From Report Build

Module 9: Capstone

- End to End Build From Dataset
- Data Model
- Report
- Dashboard