



Introduction to Microsoft Power BI

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Course Objectives:

- Set up the Power BI Desktop software.
- Identify sources of data.
- Connect to an Excel workbook, existing folders, an Access database and information from the Web.
- Understand how to create a Query.
- Shape and combine data; categorize data.
- Understand relationships and how to create, view and manage them.
- Understanding different Data Types.
- Create calculated columns, measures, and use DAX Functions.
- Create interactive Data Visualizations and format them.
- Create and share a Dashboard
- Use the Power BI Mobile App.

Microsoft Power BI is a business analysis tool that allows you to create reports and dashboards for distribution within your company. This course is for students who want to use the product to develop insights into their company's data using this powerful tool.

NOTE: Due to the frequency of updates to this product, this outline is subject to change.

Course Content:

Overview	Get Power BI Desktop Getting Started with Power BI
Connect to Data	Data Sources Connect to Excel; folders; Access databases or Web data
Shape and Combine Data	Query Overview Shape, Combine and Categorize Data Create, View and Manage Relationships
Data Fundamentals	Data Types Calculated Columns; Measures DAX Basics
Working with Reports	Report View Create & Format Data Visualizations Create Report & Page Filters
Sharing your Work	Publish from Power BI Desktop Create and Share Dashboards in Power BI Use Q&A to ask questions in Query Language Use the Power BI Mobile App