



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
- Understand relationships and how to create and manage them.
- Understanding different Data Types.
- Create calculated columns and measures using 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
Power Query	Power Query Editor Shape and Combine Data Merge and Append data
Data Modelling	Data Types and categories Create & manage relationships DAX Basics Calculated Columns; Measures
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 Use the Power BI Mobile App