Power BI Desktop

Data Analytics and Business Intelligence

Summary

This course provides an introduction on how to refine, analyze and visualize data with Power BI Desktop.

A rich corporate data set is used to build a professional quality interactive dashboard. The relationships between various data sources are defined to create a relational data model. This model forms the foundation for an interactive dashboard with a variety of exhibits.

Participants will be able to explore the company's data by cross-filtering and drilling down through various levels in the exhibits.

This course is designed as an introduction to Microsoft Power BI Desktop which is free to download and install.

Note: Power BI Desktop software is currently only available for PC / Windows.

Prerequisites

Participants should have a basic working knowledge of Excel and are expected to download & install Power BI Desktop in advance of the course.

Timing

This course requires 8 hours.

Learning Topics

1. **Connecting & Refining Data**
   - ✓ Overview of Power BI interface and workflow
   - ✓ Review some common types of data connections
   - ✓ Discuss best practices for editing queries
   - ✓ Settings for defining data categories
   - ✓ Demonstration of basic table transformations
   - ✓ Tools used to manipulate text, numbers and dates
   - ✓ Creating Index and conditional columns

2. **Building a Relational Data Model**
   - ✓ Review of best practices for data modeling
   - ✓ Common guidelines for database normalization
   - ✓ Discussion of lookup tables and data tables
   - ✓ Understanding primary keys and foreign keys
   - ✓ Creating, defining and editing table relationships
   - ✓ Review of star schemas and snowflake schemas
   - ✓ Discussion of relationship cardinality

3. **Data Visualization with Reports**
   - ✓ Best practices and guidelines for report design
   - ✓ Introduction and layout of the Report View
   - ✓ Adding various visualizations to reports
   - ✓ Visualization options for fields and formatting
   - ✓ Using slicers to filter report visualizations
   - ✓ Filtering at various levels in Report View
   - ✓ Editing interactions to control cross-filtering