

# Introduction to Power BI

**Course Duration: 8 Hours (1 Day)**

## Overview

The "Introduction to Power BI" course is designed to equip learners with the skills needed to analyse data and extract meaningful insights using Microsoft Power BI. The course begins with Module 1, where participants are introduced to the basics of Data analysis, the roles involved, and the tasks of a data analyst. Module 2 delves into the practical aspects of using Power BI, including its building blocks and service navigation. As learners progress to Module 3, they explore Power BI's capabilities, such as Building data-driven analytics, Cleaning and transforming data, and Leveraging AI insights. They also learn to construct a basic dashboard and understand Power BI's business value. Module 4 focuses on the consumer side, teaching how to interact with dashboards, reports, and collaborate within the Power BI service. Module 5 is all about Data acquisition, covering a range of sources from files and databases to online services and Azure Analysis Services, while addressing performance and Import issues. The course concludes with Module 6, summarizing the lessons and guiding students on their next steps and personal action plan. This comprehensive course is ideal for anyone looking to master data visualization and analytics through Power BI.

## Audience Profile

Introduction to Power BI is a comprehensive course tailored for professionals seeking to leverage data analytics for insightful decision-making. Target Audience for "Introduction to Power BI" course:

- Data Analysts
- Business Intelligence Professionals
- Data Scientists
- Business Analysts
- IT Professionals
- Project Managers
- Report Developers
- Data Engineers
- Marketing Analysts
- Financial Analysts
- Business Executives
- Operations Managers
- Strategy Professionals
- Data Consultants
- BI and Reporting Team Members

- Professionals interested in data visualization and analytics

## Course Syllabus

### Module 1: Discover data analysis

In this module, you explore the different roles in data and learn the different tasks of a data analyst.

- Introduction
- Overview of data analysis
- Roles in data
- Tasks of a data analyst

### Module 2: Get started building with Power BI

Learn what Power BI is, including its building blocks and how they work together.

- Introduction
- Use Power BI
- Building blocks of Power BI
- Tour and use the Power BI service

### Module 3: Describe the capabilities of Microsoft Power BI

Learn how you can leverage Power BI to easily build reports and dashboards with interactive visualizations and see how other organizations have used this solution to drive business results with actionable insights.

- Introduction
- Describe using Power BI to build data-driven analytics
- Explore the different Power BI elements
- Describe cleaning and transforming data
- Describe using AI Insights to spot trends and anomalies
- Build a basic dashboard
- Consider the business value of Power BI

### Module 4: Explore what Power BI can do for you

As a consumer, you can use the Power BI service to review and interact with content that's been shared with you. This module provides the foundational information that you need to work effectively in the Power BI service.

- What can I do with the Power BI service as a consumer?
- View content in the Power BI service

- Explore Power BI using dashboards, reports, and apps
- Collaborate and share in Power BI
- Find and view dashboards and reports

## Module 5: Get data in Power BI

You'll learn how to retrieve data from a variety of data sources, including Microsoft Excel, relational databases, and NoSQL data stores. You'll also learn how to improve performance while retrieving data.

- Introduction
- Get data from files
- Get data from relational data sources
- Create dynamic reports with parameters
- Get data from a NoSQL database
- Get data from online services
- Select a storage mode
- Get data from Azure Analysis Services
- Fix performance issues
- Resolve data import errors
- Exercise - Prepare data in Power BI Desktop