

KOENIG SOLUTIONS • COURSE OUTLINE

Power BI Intermediate: Building Interactive Dashboards

Learn to publish, manage and share interactive dashboards and reports using Power BI Service.

2 Days

8 HOURS A DAY

6

MODULES

27

TOPICS

5

HANDS-ON LABS

~8 hours per day

COURSE OVERVIEW

This course covers Power BI Service, starting with its interface, licensing and how it differs from Power BI Desktop. It then addresses publishing reports, organising workspaces, configuring scheduled data refresh and embedding reports in Teams and SharePoint. Learners move on to building dashboards, pinning visuals, applying custom tooltips and AI-driven visuals, and creating KPI and mobile-friendly dashboards. The course closes with sharing dashboards securely, managing access and alerts, and implementing row-level security, governance and performance monitoring.

WHO THIS COURSE IS FOR

BI Developers

Data Analysts

Report Designers

Dashboard Administrators

Business Intelligence Managers

LEARNING OBJECTIVES

- Explain the differences between Power BI Service and Power BI Desktop
- Navigate the Power BI Service interface and licensing plans
- Publish reports and configure scheduled data refresh
- Organise workspaces and manage report versions and updates
- Build dashboards by pinning visuals and managing tiles
- Apply custom tooltips and AI-driven visuals such as Key Influencers
- Configure access control, alerts and secure dashboard sharing
- Implement row-level security and monitor dashboard performance

6 Modules, 27 Topics

01

Introduction to Power BI Service

TOPICS

- Overview of Power BI Service vs. Power BI Desktop
- Key Features and Benefits of Power BI Service
- Navigating the Power BI Service Interface
- Understanding Licensing and Subscription Plans

02

Publishing and Managing Reports in Power BI Service

TOPICS

- Publishing Reports from Power BI Desktop to Power BI Service
- Organizing Workspaces and Content Management
- Managing Report Versions and Updates
- Configuring Data Refresh and Scheduled Refresh
- Embedding Reports in Teams and SharePoint

03

Creating Dashboards in Power BI Service

TOPICS

- Principles of Effective Dashboard Design
- Difference Between Reports and Dashboards
- Pinning Visuals from Reports to a Dashboard
- Adding & Managing Dashboard Tiles
- Using Live Page Pins vs. Individual Visuals
- Customizing Themes and Branding Dashboards

04

Advanced Dashboard Features

TOPICS

- Creating Custom Tooltips for Better Insights
- Using AI-Driven Visuals (Decomposition Tree, Key Influencers)
- Building KPI Dashboards for Performance Tracking
- Best Practices for Mobile-Friendly Dashboards

05

Collaboration and Sharing in Power BI Service

TOPICS

Sharing Dashboards Securely · Managing Access Control and Permissions · Creating and Using Power BI Apps · Exporting, Printing, and Embedding Dashboards · Managing Alerts and Notifications

06

5 Labs

Security and Performance Optimization

TOPICS

- Implementing Row-Level Security (RLS) in Power BI Service
- Understanding Compliance and Governance in Power BI Service
- Monitoring and Maintaining Dashboards

HANDS-ON LABS

Practise What You Learn

#	MODULE	ACTIVITY
06	Security and Performance Optimization	■ Lab 1 - Accessing & Preparing the data ■ Lab 2 - Data Modelling and Exploration ■ Lab 3 - Visualizations ■ Lab 4 - Publishing and Accessing reports ■ Lab 5 - Building a dashboard

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

FLEXIBLE DELIVERY

Learn the Way That Suits You

Classroom Training

Live Online Classes (ILO)

Fly-Me-A-Trainer (FMAT)

Flexi (Self-Paced)

1-on-1 Training

Ready to Get Started?

Talk to a learning advisor about schedules, group training and customised delivery.

Visit koenig-solutions.com

✉ info@koenig-solutions.com