



POWER BI

Power BI 2016 Intermediate (PBI002)

Traditional Learning Pathway



COURSE CONTENTS

REVISION

- Building blocks of Power BI
- How do you get it?
- BI concepts
- Microsoft BI tools
- Excel "Power" tools
- Desktop program vs Online
- Table & database best practice
- Naming conventions
- Common fields & keys
- About data sources
- Get data function
- Using data view
- View data in the fields pane
- Report basics
- Create simple visuals
- Export reports to PDF
- Working with pages
- Query Editor basics
- Query steps

USING MULTIPLE DATA TABLES

- Get data from multiple Excel tables
- Get data from a CSV
- Using relationship view
- Establish data table relationships

USING ONLINE DATA

- Get data from a web site
- Get data from the ABS

SHAREPOINT DATA SOURCES

- Get data from SharePoint tables
- Viewing the data
- Data transformation & queries
- Expanding "hidden" columns
- Simplifying the data model

MORE QUERY EDITOR

- Data transformation (ELT)
- Shaping data
- Using Query Editor to solve common data problems
- Refining the data model
- Power Query Formula Language "M"

WORKING WITH COLUMNS

- Removing data fields
- The calculation area
- Calculated columns
- Introduction to DAX
- The CALCULATE function
- Using the RELATED function
- DAX expressions

WORKING WITH MEASURES

- Understanding measures
- What is aggregation?
- Implicit vs explicit
- Creating measures
- New quick measure
- New measure
- DAX expressions & syntax
- Create a KPI
- KPIs, gauges & cards
- Using measures in reports

USING DATE TABLES

- What is a date table?
- What does a date table look like?
- Time-based data
- Creating a date table

MARKING A DATE TABLE MORE VISUALS

- Best practice for visuals
- Reports & dashboards
- Using common visuals
- Using slicers
- Change the type of visualisation
- Hide fields & tables

FORMATTING REPORTS

- Formatting reports
- Using themes
- Working with colours
- Customising X-axis & Y-axis
- Other visual elements
- The analytics pane

PUBLISH TO POWER BI ONLINE

- Publish to Power BI Online
- Tour of Power BI Online
- Power BI Online datasets
- Power BI Online reports
- Optimising for mobile device
- Sharing Power BI reports
- Data refresh
- About credentials
- Pinning to a dashboard
- Natural language Q&A
- Managing embed codes

MICROSOFT POWER BI 2016 INTERMEDIATE

COURSE LENGTH

Recommended course duration is 2 days, typically 15 hours contact time. The course can also be delivered in a series of shorter sessions such as three to four half-day sessions

AIM

This course has been designed to allow participants to gain:

- a better understanding of data analysis and business intelligence
- knowledge of some of the more advanced features of Power BI
- skills to use the software more efficiently and to become more productive in their job

TARGET AUDIENCE

This course is an advanced level course and assumes a sound knowledge of Microsoft Excel. It is suitable for participants who:

- have a good understanding of data analysis and business intelligence
- know how to source data from Excel and other sources
- need to gain insights into their data

OUTCOMES

By the end of this session you should be able to:

- know how to transform data
- understand the basics of “M”
- know how to use Measures
- create a data table
- create custom visuals and dashboards
- publish your reports to Power BI Online

ABOUT US

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