

# Power BI Foundations

## TRAINING WORKSHOP



# DATA BEAR

Be Data Savvy



## Course Content

# Day 1



## Overview of Power BI

- Introduction to Power BI and its features
- The Value Offering
- Licensing and Pricing
- Overview of Power BI Components and Workflow

## Power BI Desktop Introduction

- Power BI Desktop Help and Updates
- Understanding Updates & Preview Features
- Technical Options & Settings
- Exploring Power BI Desktop Components and Terminology

## Power BI Cloud Service (The Wow Features)

- Overview of the Cloud Service
- Role and Functionality for Consumers
- Understanding Workspaces
- Report and Dashboard Distinctives
- Approach to Creating Effective Dashboards
- Building a high-level summary dashboard
- Installing & Connecting to Apps
- Features and functionality to extract information
- Using Natural Language Queries (Q&A)

## Data Modelling Concepts

- Data Modelling Best Practice
- Handling of different data structures
- The purpose of Relationships between Data Tables
- What is a Star Schema & why would I need it?
- Combining data from multiple sources

## Extracting, Transforming & Loading Data

- Introduction to Query Building
- Understanding Query Design & the ETL Process  
Query Editor Overview
- Importing Data from various sources
- Importing Queries from other PBIX files
- Understanding the Concept of Applied Steps
- Query Building Best Practices
- Fact & Dimension Tables
- Common Data Transformations
- Creating Columns from Examples
- Non-loading Datasets
- Connecting to a new source location

## The Data Model

- Creating Relationships between Tables
- Data Types & Formatting
- Optimising Q&A - Creating Data Synonyms
- Tidying Up the Model
- Handling Multiple Relationships Between Two Tables

## Introduction to DAX (Data Analysis Expressions)

- Introduction to measures in Power BI
- Difference between Implicit Vs Explicit Measures
- Working with Base functions and Metrics
- Introduction to DAX (Formula Language)
- Understanding DAX Syntax
- Commonly Used DAX Functions
- Understanding Evaluation Context
- Creating Calculated Measures Vs Calculated Columns

## Course Content

# Day 2



## Report Building

- Optimising the design
- Choosing Appropriate Visuals Based on Context
- Complete the story of the Report
- Adding and Formatting Visualisations
- Understanding Visual Interactivity
- Customising Report Visual Interactivity
- Reducing Page Clutter
- Using the Format Painter
- Visual Alignment Tips
- Custom Page Sizing
- Making Enhancements with Shapes and Lines
- Adding Logos & Custom Icons
- Using Buttons to Enhance Navigation
- Adding Conditional formatting
- Creating or Modifying Visual Themes
- Best Practice Guidelines and Development Tips

## Enhance Reports to Answer More Questions

- Understanding Visual level vs Default summarisation
- Customising default order of columns
- Working with KPI Cards
- Optimising the Message of Default Report Tooltips (Text)
- Understanding the Drills feature
- Creating Drill through reports
- Filtering
- Optimizing the Matrix Layouts

## Report Functionality

- Working with the On-object feature
- Viewing the Underlying Data Driving a Visualisation
- Adding Information Pop-up messages to visuals
- Optimising Report Slicers and Cards
- Top 5 & Bottom 5 Filters
- Adding Relative Date Filter

## Governance

- Scenarios For Sharing Reports & Dashboards
- Understanding Row Level Security
- Creating Security Roles
- Viewing and Testing Security Roles

## Distribution

- Publishing Models to the Cloud Service
- Adding Users to Security Defined Roles
- Creating Group Workspaces
- Controlling access to Group Workspaces
- Collaborating on Content in a Workspace
- Adding Users & Editing Workspaces
- Publishing Power BI Apps for Consumers

# Why Choose Data Bear?

- ✔ Microsoft Gold Partner
- ✔ Training Focuses on Best Practices
- ✔ Step-by-step digital manual provided
- ✔ Additional Power BI Helper Files Provided
- ✔ Over 50 5 Star Google Reviews
- ✔ After Training Support Available



## Vertical Focus

We're a Power BI centric company, and a Microsoft Power BI Partner, with a vertical focus on empowering organisations with Power BI training and solutions that produce results. Our passion is to help organisations become more 'Data Savvy'.



## Deep Domain Experience

Having helped numerous organisations overcome the obstacles to enhanced data efficiency and empowering them with the skills to adopt a 'data culture', the Data Bear team has many years of 'real life' experience in the 'BI - trenches'. We don't just show you what all the various buttons and knobs do. You can learn that from documentation. Drawing on a wealth of experience, based on developing and deploying numerous best practice BI solutions globally, we'll teach you how to build a robust Power BI solution from the ground up, ensuring that, going forward, your team has the best practice foundation to continue the process of getting the right data into the right hands.



## Long-Term Partnership

The process of using Power BI to ensure organisational value is an ongoing learning journey. To ensure your team can overcome any obstacles or issues experienced after the training, we provide 'after training' support packages. In this scenario, you can purchase a bundle of support hours to be drawn from as needed or we can provide support on a 'pay-as-you-go' basis. The 'pay-as-go' offer is exclusive to organisations or individuals who have received training from us.



## Quality

**Quality Assurance** – as a Gold Microsoft Power BI partner, we have insight to all new Power BI update roll outs and we ensure that all our training content and best practices taught are up to date with latest Microsoft releases and new technology offerings.



## Training Locations

**United Kingdom** We offer regular Training courses in London and throughout the UK.

**Remote Online** Through live remote online training, we empower organizations globally, regardless of their geographical location.

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