



### Overview

This 2-day Power BI training equips participants with essential skills to master Microsoft's powerful data visualization and analytics tool. Spanning from fundamental concepts to advanced techniques, learners will delve into data transformation, visualization creation, DAX functions, dashboard design, collaboration via Power BI Service, and leveraging AI-driven insights. By the end of the course, attendees will confidently harness Power BI's capabilities to analyze data effectively, design compelling dashboards, and derive actionable insights, empowering them to make data-driven decisions in their professional roles.

**Training Day: 2**

Day 1: Introduction to Power BI

#### Module 1: Getting Started with Power BI

- Learning Outcome: Understand the basics of Power BI and its interface.
- Introduction to Power BI
- Overview of Power BI Desktop and Power BI service
- Creating a Power BI account

#### Module 2: Data Sources and Data Transformation

- Learning Outcome: Learn how to connect and transform data within Power BI.
- Connecting to different data sources (Excel, CSV, databases)
- Data modeling and transformation using Power Query Editor
- Understanding data relationships and schema



#### Module 3: Data Visualization

- Learning Outcome: Explore data visualization tools and techniques.
- Introduction to visualizations in Power BI
- Creating basic charts (bar, line, pie) and graphs
- Customizing visual elements and formatting options

#### Module 4: Dashboard Creation

- Learning Outcome: Learn to build and design interactive dashboards.
- Designing and organizing dashboards
- Adding interactivity with filters, slicers, and bookmarks
- Publishing and sharing dashboards

#### Lesson 5 - Finalizing a Project Plan

- Topic A: Optimize a Project Plan
- Topic B: Set a Baseline
- Topic C: Share a Project Plan

