

IT & Systems

Course Name

Microsoft Power Bi Fundamentals

Course Description

This introduction to Power BI Desktop provides a condensed yet balanced look at the data analysis process. It starts by showing you how to import and connect to data from different sources, including Excel and CSV files. It then focuses on the process of shaping and cleaning data, plus appending tables in the Query Editor. You will also learn how to create interactive end user dashboards using a range of visualisations.

The course ends with a brief look at the Power BI online service where reports are published so we can easily share them with others.

Some knowledge of Microsoft Excel is preferable.

Take Note: When requesting this course you MUST have Power BI downloaded and installed on your computer. If you do not have Power BI installed you will not be able to partake in the course. This Fundamentals course does not look at DAX (please look at the 2 day Introduction for DAX)

Audience

- Managers (who will not be creating reports but want a good idea of what their team do, what some of the terms mean, etc.)
- People with very basic Excel knowledge
- People who will be doing very simple reports and not on a regular basis

Duration: 1 Day Day(s) **Class Size:** 8

Competence Name Awarded**Competence Awarded****Course Code****Prerequisite Name****Prerequisite Short Code****Skills Assessment Scheme Regime****Course Type**

Face to Face

Download Date: 2/5/2024