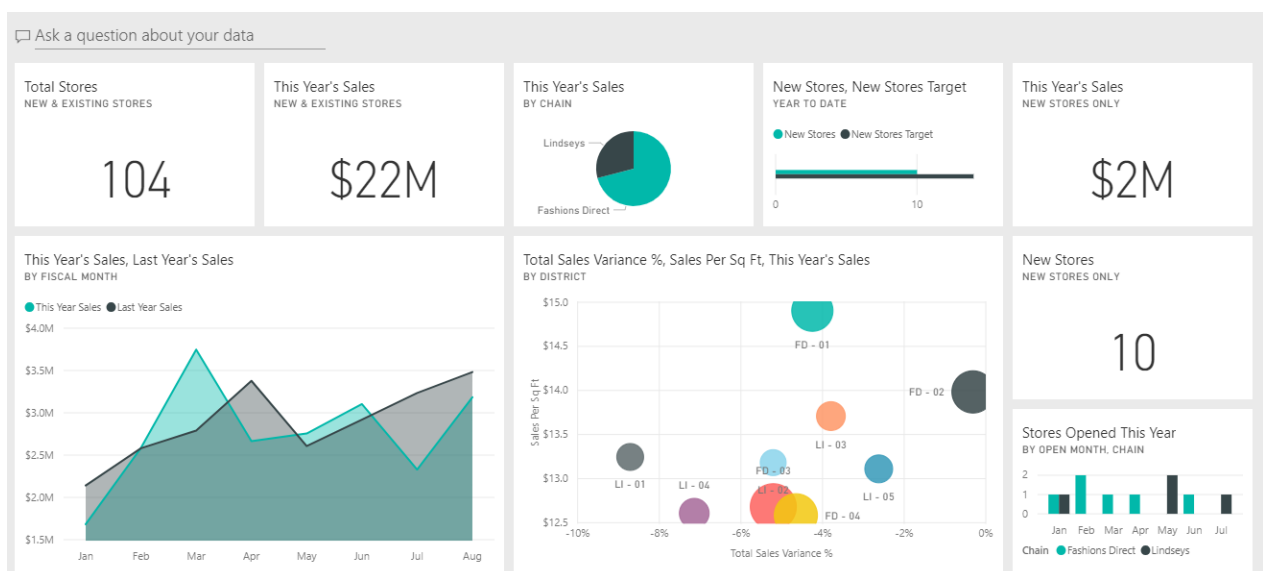


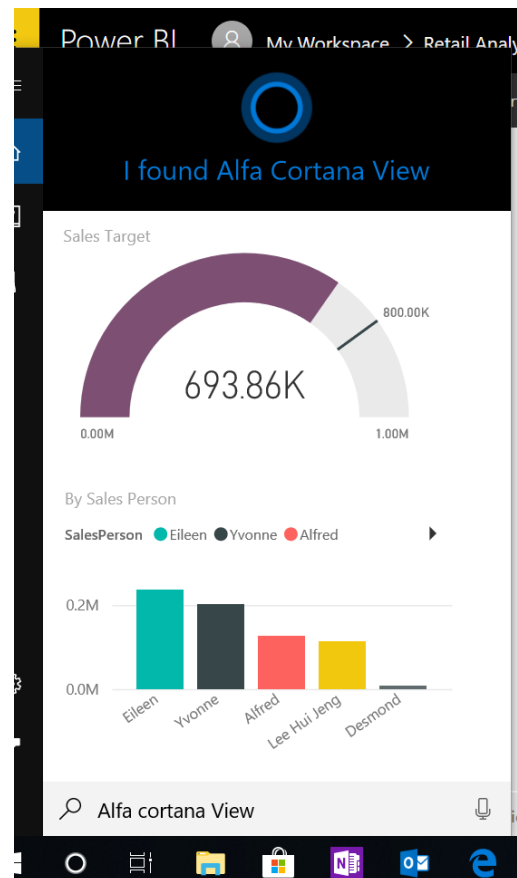
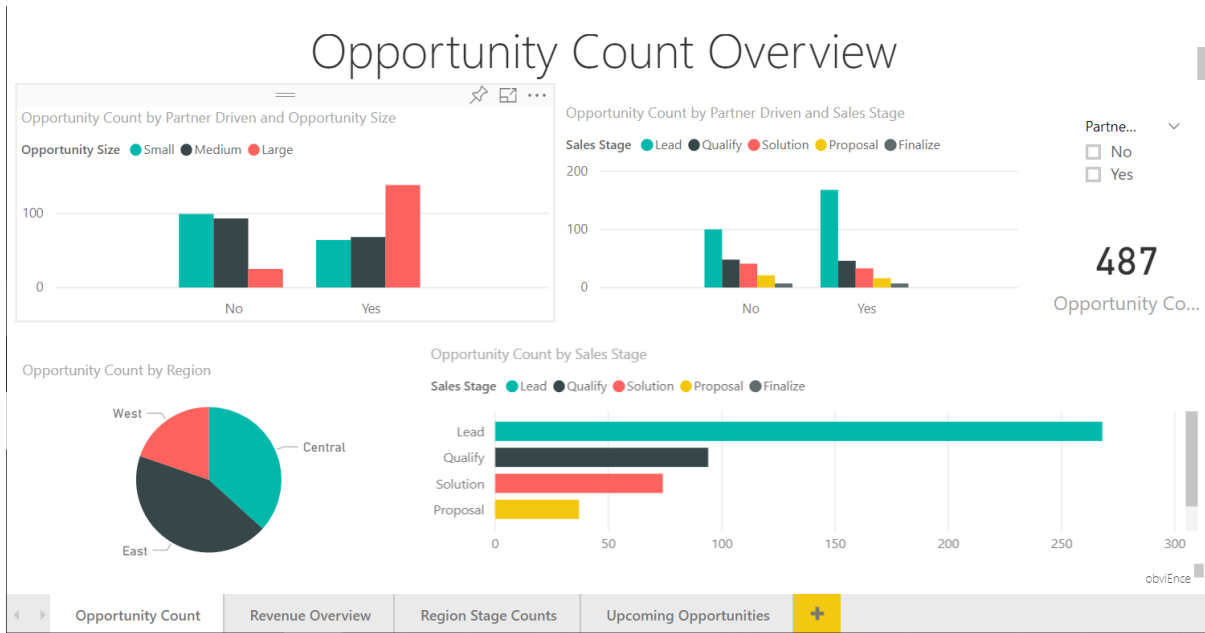
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| Course Title | Building Dashboards with Power BI (Business Intelligence) |
| Course Code | POWERBI_BD-102018-001 |
| Objective | <ul style="list-style-type: none"> • Understanding Capabilities and features of Power BI • Working with Building Blocks of Power BI • Working with Data: Extraction and Modelling • Presentation with Dashboards and Visualizations |
| Target Audience | Heads of Department |
| Benefits | <ul style="list-style-type: none"> • Quick Reporting using Rich Visuals • Do-it-Yourself, Self-Service BI • Bring in data from various Data Sources • Consolidated Reporting |
| Duration | 1 Day |
| Time | <p>9 am to 12 noon (with 15 mins break)</p> <p>12 noon to 1 pm (lunch break)</p> <p>1 pm to 5 pm (with 15 mins break)</p> |
| Venue | Customer's Premise or Microsoft Office |
| Class Size | Up to 6 pax per class (Recommended 2 pax per department) |
| Technology | Microsoft Power BI |
| Topics | <ol style="list-style-type: none"> 1. Overview of Power BI (15 min) <ul style="list-style-type: none"> • What is Power BI • Getting to know the Building Blocks • What is your role? 2. Getting Your Data (45 min) <ul style="list-style-type: none"> • Using Power BI Desktop • Connecting to Data Sources |

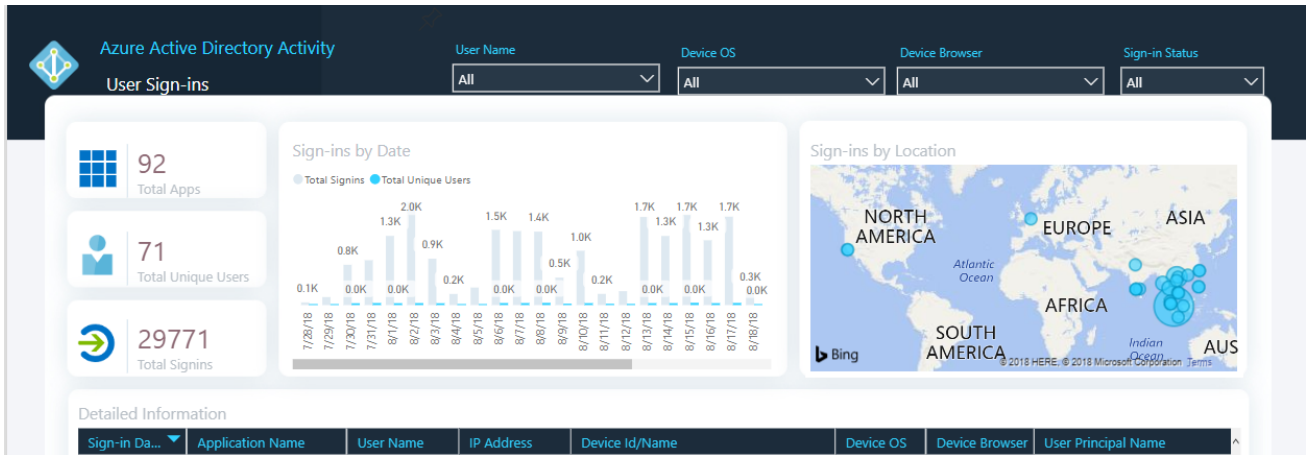
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| | <ul style="list-style-type: none"> • Clean and Transform your Data • Working with Queries • Formatting Data <p>3. Modelling Your Data (30 min)</p> <ul style="list-style-type: none"> • Managing Relationships • Create and Using Calculated Columns • Sorting and hiding Fields • Create Calculated Measures • Using Calculated Tables – on the fly • Drill-down with time-based Data <p>4. Visualizations (90 min)</p> <ul style="list-style-type: none"> • Introduction to Visuals • Creating Visualizations <ul style="list-style-type: none"> ○ Combination Charts ○ Slicers ○ Map ○ Matrix and Tables ○ Scatter Charts ○ Waterfall & Funnel Charts ○ Gauges and KPI • Formatting <ul style="list-style-type: none"> ○ Changing Colors ○ Page Layout • Shapes, Text Boxes and Images • Interaction between Visuals • Duplicating a Report • Showing categories with no Data • Summarization default and options • Z-order • Understanding Hierarchies and Drill-down <p>5. Power BI Service (45 min)</p> <ul style="list-style-type: none"> • Introduction to Power BI Service • What is Quick Insights? • Create and Configure Dashboards • Q&A with Natural Language • Sharing Dashboards • Going full-screen with Focus Mode • Using tiles and widgets • Getting more space on your Dashboard • Gateway: Install and Configure <p>6. Power BI & Excel (30 min)</p> <ul style="list-style-type: none"> • Introduction to working with Excel data • Uploading Excel data |
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| | <ul style="list-style-type: none"> • Import Power View, Power Pivot • Connecting to OneDrive for Business <p>7. Publishing & Sharing (30 min)</p> <ul style="list-style-type: none"> • Publishing Desktop Reports and Sharing • Print & Export Dashboards and Reports • Republish data • Creating and using Apps • Publish to Web • Embed in SharePoint Online <p>8. Mobile Platform (15 min)</p> <ul style="list-style-type: none"> • Access from mobile phone & tablet • Installing on mobile devices <p>9. Hands on - Building Dashboards (60 min)</p> <ul style="list-style-type: none"> • Build reports and dashboards • Publish your first dashboard <p>10. Question and Answer Session (30 mins)</p> |
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Sample Reports and Dashboards







Note:

1. Trainee agreed to provide the feedback form on the last day of the class.
2. Trainee agreed that this feedback form will be shared with the company of the trainee (if sponsored by the company) and/or Microsoft upon request for verification/validation purpose.