Intermediate Guide to Power BI

Duration:	3 Hours
Delivery Method:	Group Internet – Via Microsoft Teams Meeting
Instructor(s):	Innovia Power Expert
Difficulty Level	Intermediate

Description and Learning Objectives:

Are you tired of data that is behind the times? Do you wish your reporting worked with real-live data feeds so it's always up to date? If so, you are looking for Power BI, and getting started with this powerful Microsoft tool is easier than you think.

After this class, you will understand the basics of Power BI and its key features. You will be able to create and share an interactive dashboard complete with visualizations and datasets, along with multiple sheet analyses published to the cloud.

You will understand dataset connections and relationships and be able to format and complete functions embedded within multiple tables.

This course is intended for the Power BI beginner, so no previous experience is required.

Advanced Preparation:

What you will need for this Workshop:
- Laptop computer
- Login for Power BI

Tentative Schedule	
Topic	**Duration**
Welcome & Introductions	5 Minutes
About Power BI and Navigation • Desktop vs. Service -- Similarities and differences • Connections • Features • Importing -- Excel, Folders, Web **Data Modeling** • Data Tables and Modeling • Formatting **Q & A**	75 Minutes
Break	5-15 Minutes

Visualizations and Functions
• Relationships
• Merged and Appended Tables
• Visualization Types
    o Bar Charts/Graphs
    o Line and Area
    o Pie/Donut
    o Tables and Matrix
    o Slicers
• Functions
    o Time
    o Logic
    o Math and Stats
Q & A
	75 Minutes

Wrap Up	10 Minutes