

## **Module 5 - Power BI Course Syllabus**

### **Module 1: Introduction to Power BI Course**

- Get Started with Power BI
- Overview: Power BI concepts
- Sign up for Power BI
- Overview: Power BI data sources
- Connect to a SaaS solution
- Upload a local CSV file
- Connect to Excel data that can be refreshed
- Connect to a sample
- Create a Report with Visualizations
- Explore the Power BI portal

### **Module 2: Viz and Tiles**

- Overview: Visualizations
- Using visualizations
- Create a new report
- Create and arrange visualizations
- Format visualization
- Create chart visualizations
- Use text, map, and gauge visualizations and save a report
- Use a slicer to filter visualizations
- Sort, copy, and paste visualizations
- Download and use a custom visual

### **Module 3: Reports and Dashboards**

- Modify and Print a Reports
- Rename and delete report pages
- Add a filter to a page or report
- Set visualization interactions
- Print a report page
- Send a report to PowerPoint
- Create a Dashboard
- Create and manage dashboards
- Pin a report tile to a dashboard
- Pin a live report page to a dashboard
- Pin a tile from another dashboard
- Pin an Excel element to a dashboard
- Manage pinned elements in Excel
- Add a tile to a dashboards
- Build a dashboard with Quick Insights
- Set a Featured (default) dashboard

- Tweak your dataset for Q&A
- Enable Cortana for Power BI

#### **Module 4: Publishing Workbooks and Workspace**

- Share Data with Colleagues and Others
- Publish a report to the webs
- Manage published reports
- Share a dashboard
- Create an app workspace and add users
- Use an app workspace
- Publish an app
- Create a QR code to share a tile
- Embed a report in SharePoint Online

#### **Module 5: Components and Table Relationship**

- Use Power BI Mobile Apps
- Get Power BI for mobile
- View reports and dashboards in the app
- Use workspaces in the mobile app
- Sharing from Power BI Mobil
- Use Power BI Desktop
- Install and launch Power BI Desktop
- Get data
- Reduce data
- Transform data
- Relate tables
- Get Power BI Desktop data with the Power BI service
- Export a report from Power BI service to Desktop