

Business Intelligence with Power BI

Foundations – 3 days

The course provides an overview of the essential features of Power BI. Participants will learn how to manage simple data, create interactive reports, and develop their first visualizations. This module is designed for those who are new to Power BI and want to gain a solid foundation for data analysis.

Course Objectives

- Understand the basic functionality of Power BI and its interfaces
- Create and manipulate simple visualizations and reports.
- Connect to different data sources and clean the data.
- Learn how to create simple measures and use them in reports.
- Gain a clear understanding of key data modeling concepts, with particular focus on the distinction between fact and dimension tables.

Target Audience

This course is designed for:

- Individuals new to Power BI who want to build a solid foundation.
- Professionals, managers, and employees from any area - such as administration, marketing, finance, technical offices, or production - looking to improve their skills in data analysis, visualization, and effective presentation.

Course Duration

3 days

Training Schedule

Day 1 - Introduction and Connection to Data

Get started with Power BI

- What is Business Intelligence and why is it important?
- Difference between licenses: Free, Pro, Premium.
- Tools: Power BI Desktop vs Power BI Service.

- Installing Power BI Desktop and first setup.

Connecting to Data

- Connect to various data sources (Excel, database, cloud, etc.).
- Cleansing and transforming data with **Power Query Editor**.
 - Evaluate data quality: handling null values and unexpected data.
 - Remove unnecessary rows and columns.
 - Merge and combine queries.
 - Unpivot tables.
- Load the data into the Power BI model.

Basic Modeling

- Introduction to **Data Modeling concepts**.
- Creation of the first relationships between tables (one to many, many to many).
- Differences between **fact tables** and **dimension tables**.

Day 2 - Visualizations and Reporting

Creating Visualizations

- Explore the types of visualizations available in Power BI:
 - Bar charts (stacked and clustered), line charts, matrices, charts and donut charts.
- Insert and customize **slicers** to filter data interactively.
- Filtering reports and managing filters at the page and visual level.

Visualizations and Layouts

- Introduction to the concept of **implicit** and **explicit measures**.
- Creating **simple measures** with DAX (e.g., sums, averages).
- Improve the aesthetics of visualizations:
 - Apply predefined themes.
 - Customize colors, backgrounds, and layouts.
 - Add background images and company logos.

Creating Reports

- Build the first report with **interactive visualizations**.
- Create **custom tooltip pages** to provide additional details.
- Conditional formatting **management**: Apply custom data bars, icons, and colors.

Day 3 - Publishing and Sharing

Publishing and Sharing

- How to publish a report to **Power BI Service**.
- Set up **automatic data refresh**.
- Share reports with other users.

Creating Dashboards

- Difference between **reports** and dashboards.
- Pinning visualizations and report pages to a dashboard.
- Customize your **Tiles** and add links for easy navigation.

Dashboard e Best Practices

- Optimize dashboards for mobile devices.
- Using **Q&A** to answer questions with data.
- Set up **data-driven** notifications and alerts.

The Trainer

With years of experience in corporate training, I am dedicated in teaching advanced tools such as Power BI, Python and Tableau. Thanks to the practical and straightforward approach, course participants implement effective solutions right from the start.

Contact me for more information

Would you like to train yourself or your team in Power BI, Python, Tableau, or ChatGPT? Write to me for a free consultation or to receive more details about personalized courses.

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