MS-PowerBI

Course Objective

Build strong, job-ready skills in MS-PowerBI to analyze data, create interactive dashboards, and deliver meaningful business insights. This course is designed for non-programming backgrounds and focuses on real-world reporting and decision-making scenarios.

TARGET AUDIENCE

Working professionals, MIS Executives, Accountants, Analysts, Managers, Business Owners

DURATION

Weekdays: 20 Days x 1 hour
Weekend: 10 Days x 2 hours

TRAINING MODE

- Online
- Classroom
- Corporate - Inhouse

PREREQUISITE

Basic knowledge of MS Excel is required. Familiarity with charts and functions will be an added advantage.

COURSE DELIVERABLES

- Practice datasets
- Real-world dashboards
- Certificate of completion
- Post-training support

OUTCOME / SKILLS GAINED

- Data modeling & transformation skills
- Professional MS-PowerBI dashboard
- Strong reporting & analytics capability
- Confidence in business data analysis

MODULE 1: INTRODUCTION TO BI & MS-POWERBI

- What is Business Intelligence (BI)
- Why MS-PowerBI is used in organizations
- MS-PowerBI licensing overview (Free vs Pro)
- Real-life use cases of MS-PowerBI

- MS-PowerBI ecosystem overview:
  - MS-PowerBI Desktop
  - MS-PowerBI Service
  - MS-PowerBI Mobile

MODULE 2: MS-POWRBI DESKTOP INTERFACE & BASICS

- Installing MS-PowerBI Desktop
- Difference between Desktop & Services
- MS-PowerBI interface overview

- Reports, Pages & Visuals
- Fields, Filters & Visualization Pane
- Importing first dataset

MODULE 3: DATA SOURCES & DATA IMPORT

- Connecting to data sources:
  - MS-Excel & CSV files
  - Folder-based data & database

- Import vs Direct Query (overview)
- Data refresh concepts

MODULE 4: POWER QUERY – DATA CLEANING & TRANSFORMATION

- Introduction to Power Query (Get & Transform)
- Power Query Editor interface
- Sorting & filtering data
- Append & merge queries
- Applied steps & best practices

- Data cleaning techniques:
  - Remove duplicates
  - Handle Null values
  - Split & merge columns
  - Change data types

MODULE 5: DATA MODEL & RELATIONSHIP

- Understanding data models
- Fact tables & dimension tables
- Creating relationships

- Cardinality & cross-filter direction
- Start schema basics
- Modal optimization tips

MODULE 6: INTRODUCTION TO DAX (DATA ANALYSIS EXPRESSIONS)

- What is DAX & why it is needed
- Calculated columns & measures
- Using CALCULATE (conceptual)
- Time intelligence basics

- Basic DAX functions:
  - SUM, AVERAGE, COUNT
  - DISTINCTCOUNT

MODULE 7: COMMONLY USED DAX FUNCTIONS

• Logical functions: IF, SWITCH	• Running totals
• Filter functions: FILTER, ALL	• Percentage calculations
• Data & time functions	• Ranking functions

MODULE 8: DATA VISUALIZATION & REPORTS

• Power BI visual types:
     o Tables & matrix
     o Bar, column & line charts
     o Pie & donut charts
     o Cards & KPI, etc.
	• Formatting visuals professionally
	 • Sorting & drilling
	 • Drill-don & drill-through
	 • Visual inside tooltip
	 • Analysis option

MODULE 9: FILTERS, SLICERS & INTERACTIVITY

• Report-level, page-level & visual-level filters	• Tooltips
• Slicers	• Using visual in tooltip
• Sync slicers across pages	• Cross-filtering & highlighting

MODULE 10: DASHBOARDS & DESIGN BEST PRACTICES

• Report vs Dashboard concept	• Creating interactive dashboards
• Dashboard design principles	• Performance optimization basics
• Color themes & layouts	

MODULE 11: PUBLISHING & SHARING REPORTS

• Publishing reports to MS-PowerBI Service	• Workspace concepts
• Creating dashboards in MS-PowerBI Service	• Data refresh concept in MS-PowerBI
• Sharing reports & dashboard	• Scheduled data refresh

MODULE 12: MS-POWERBI SECURITY & GOVERNANCE (INTRO)

• Row-level Security (RLS) basics	• Data security best practices
• Roles & permissions	

MODULE 13: REAL-LIFE BUSINESS USE CASES

• Sales performance dashboard • Finance & expenses analysis	• HR & attendance dashboard • Inventory & operations dashboard

MODULE 14: CONSOLIDATION, INTERVIEW PREP. & CAREER

• Revision of key concepts • Common MS-PowerBI interview questions • Portfolio & dashboard discussion	• Career paths using MS-PowerBI • Q&A session

Why Choose Us?	Few Corporate Client References
✓ Trusted by 10,000+ learners – PAN India, USA, Europe, UAE ✓ Practical, job-oriented training ✓ Real-world office & business examples ✓ Experienced trainer with industry exposure ✓ Small batches & personalized attention ✓ Post-training support	• Bharat Forge Limited • KSB Tech Pvt. Ltd. • International School of Management & Research (ISMR) • MSINDIA Health Insurance TPA Pvt. Ltd. • HUSCO Hydraulics Pvt. Ltd. • Francois Compressors India Pvt. Ltd. • NORD Drivesystems Pvt. Ltd. • Equilibrium Solutions Pvt. Ltd. • ITESKUL • Green Packaging Industries Pvt. Ltd. • Flexibility HR Solutions Pvt. Ltd. • Astro MedTech Pvt. Ltd. • Indus Towers Limited • BDG Metals & Power Limited • MTech Innovations Limited • NSDM India
FAQ	
If I miss any session? No worries. We track the progress of every participant. Missed session can be covered later through a backup session or by joining another batch free of cost. **Do I get course material?** Yes, participants receive course material in PDF format along with practice data sheets. **Is course fee refundable?** Yes. The first session is treated as a demo and is eligible for a 100% refund with no questions asked. After the first session, fees are non-refundable under any circumstances.	*visit our website for more details*

Queries / enrollment / customization, please contact:

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