

Power BI Essentials

COURSE TIME(S)/ LOCATION(S)

COURSE DESCRIPTION

This course will equip participants with essential skills in using Power BI. Participants will learn how to connect to various data sources, transform and clean data, create a range of visualizations, and build interactive dashboards for sharing and collaboration. The course is designed for users of all levels, from beginners to those with some familiarity with data visualization tools, aiming to enhance their data analysis and reporting skills.

Hours: 15 hours

Prerequisite(s): None

LEARNING RESOURCES

No textbook required.

COURSE OBJECTIVES

By the end of this course, students will be able to:

- Understand the fundamental components of Power BI, including Power BI Desktop and Power BI Service.
- Connect to various data sources and import data into Power BI.
- Transform and clean data using Power Query Editor.
- Create and enhance a range of visualizations, including basic and advanced types.
- Build interactive dashboards and share reports for collaboration.

COURSE TOPICS

Topics covered in this course include:

- Introduction to Power BI
- Connecting to Data Sources

- Data Transformation and Cleaning
- Creating Visualizations
- Brief Introduction to DAX
- Building Dashboards and Sharing Insights

INSTRUCTIONAL TECHNIQUES

This course is delivered over 6 modules with 15-hour face-to-face class.

GRADE ASSESSMENT

Students will participate in hands-on exercises and practical tasks, including:

- Multiple-Choice Quiz
- Data Cleaning and Transformation
- Data Visualization
- Creating Dashboards

STUDENT RESPONSIBILITIES

Students should have access to internet and must have a working Windows machine prior to attending the course, so they can participate in class exercises.