Power BI Desktop for Technical Users Training

Duration: **2 Day**

BILGINC IT Academy
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Overview

This training is a beginner-friendly course that provides the essential technical skills required to connect to data sources, build models, and create impactful data visualizations using Power BI Desktop.

Designed as a fully hands-on program, this course enables participants to understand the Power BI ecosystem, transform data with Power Query, model data using relationships and hierarchies, and deliver visually effective dashboards and reports.

Why Choose This Course?

- Learn Power BI Desktop from scratch with real-world exercises
- Gain confidence in designing and delivering data-driven reports
- Understand the full Power BI ecosystem and deployment workflows
- Create compelling, interactive dashboards for business insights
- Perfect foundation for advanced Power BI learning paths

Prerequisites

There are no formal prerequisites. This course is suitable for users new to Power BI Desktop and data modeling.

Virtual Classroom Requirements

For remote learners:

- An additional monitor (minimum 19”) is required
- Minimum resolution: **1280x1024** (with 1024 vertical pixels being essential)
- Remote access provided through GoToMyPC or LearnOnDemand environments

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Who Should Attend

This course is ideal for:

- IT professionals and business analysts who want to develop Power BI reports
- Power users and non-developers working with data and creating dashboards
- Anyone new to Power BI Desktop looking to build foundational skills

What You Will Learn

By the end of this training, you will have gained knowledge and skills in the following areas:

Import and Connect to Data Sources:
Connect Power BI to Excel, CSV, Azure SQL Databases and other formats.

Clean and Transform Data:
Use Power Query Editor and M language to clean, normalize, and shape data efficiently.

Model Your Data:
Establish relationships, define calculated columns/measures, and create hierarchies for accurate analysis.

Create Interactive Visuals and Dashboards:
Design dynamic reports with charts, slicers, maps, drillthrough pages, bookmarks, custom tooltips, and more.

Understand Power BI Architecture:
Learn how Power BI Desktop integrates with Power BI Service, Analysis Services, and enterprise data platforms.

Outline

Module 1: Power BI Overview

- Introduction to Power BI Desktop
- Integration with Power BI Service and data warehouses
  Lab: Installing Power BI Desktop

Module 2: Accessing Data

- Importing data from CSV, Excel, and Azure SQL Databases
  Lab:

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- Connecting to live data sources
- Importing and combining datasets

Module 3: Data Transformation

- Power Query Editor walkthrough
- Using M language to clean and reshape data
  Lab:
- Remove unwanted columns/rows
- Normalize datasets
- Merge data
- Import multiple Excel files

Module 4: Data Modeling

- Creating relationships, calculations, and hierarchies
  Lab:
- Managing table relationships
- Customizing field views
- Defining measures and calculated columns

Module 5: Visualizations and Reports

- Building interactive report pages
  Lab:
- Adding charts, tables, and maps
- Implementing slicers and drillthrough pages
- Creating bookmarks, selection panels, buttons
- Building custom tooltips