Microsoft Power BI Administration Training

Duration: **1 Day**

BILGINC IT Academy
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The {*training} is a hands-on, 1-day course designed for IT professionals and Power BI administrators who need to manage, govern, and optimize Power BI environments at scale.
From **row-level security (RLS)** and **semantic models** to **gateway configuration**, **auditing tools**, and **Microsoft Purview integration**, this course prepares participants to confidently take charge of enterprise-wide Power BI deployments.

Hands-On Learning

This course includes:

- Real-world administrative scenario labs
- Guided exercises on workspace setup, security, and monitoring
- Instructor-led demos for alerts, reports, and governance workflows

Prerequisites

No formal prerequisites, but participants should ideally have:

- Experience with Power BI Desktop & Power BI Service
- Knowledge of dashboards, datasets, and data sources (e.g., SQL, Excel)
- Understanding of access management and security principles
- Awareness of Power BI licensing: Pro, Premium, Fabric

Optional but beneficial:

- Microsoft PL-300 equivalent knowledge
- Familiarity with DAX and Power BI deployment concepts

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Who Should Attend

This course is ideal for:

- Power BI administrators managing enterprise deployments
- IT professionals overseeing data governance, access, and security in Power BI
- BI developers and analysts responsible for Power BI optimization
- Data stewards and compliance officers managing regulatory alignment

What You Will Learn

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

- Explain the key administrative responsibilities in Power BI
- Configure workspace permissions, access roles, and governance settings
- Monitor Power BI performance, refresh cycles, and user activities
- Enable compliance and auditing with Microsoft Purview
- Set up alerts, subscriptions, and share data securely
- Plan licensing and manage administrator roles effectively
- Troubleshoot data refresh, gateway, and access control issues

Training Outline

Introduction to Power BI Administration

- Power BI architecture and deployment models
- Roles and tools for administrators
- Pro vs Premium vs Fabric overview

Governance & Workspace Management

- Creating and securing workspaces
- Role-based access control (Admin, Contributor, Viewer)
- Governance policy design and enforcement

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Licensing Strategies

- Overview of licensing models
- Capacity planning and enterprise considerations
- Assigning admin rights

Security & Row-Level Security (RLS)

- Implementing RLS and dynamic security
- Workspace-level permissions
- Securing access to visuals and reports

Sharing & Distribution

- Internal and external sharing options
- Embedded Power BI experiences
- Permissions and secure content delivery

Semantic Models & Refresh Configurations

- Dataset scheduling and performance
- Endorsement, certification, and data lineage
- Managing data connections and dependencies

Auditing & Monitoring

- Accessing Power BI audit logs
- Tracking user interactions and data access
- Enabling Microsoft Purview for data compliance

Alerts & Subscriptions

- Setting up real-time email and Teams alerts
- Automating report subscriptions
- Managing user access to notifications

Deployment Pipelines

- Building dev-test-prod workflows
- Promoting datasets and content

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- Version control and validation processes

Power BI Gateways

- Configuring on-premises data gateways
- Troubleshooting connectivity issues
- Managing gateway clusters and permissions