



# Fast track Power BI

## 3 day training course



### Course contents

This course will cover the following topics. Those marked with (\*) will be covered if time allows.

#### From our Introduction to Power BI course

##### Basic reports

- Getting data
- Basic visuals
- Shapes, text boxes and images

##### Data sources

- SQL Server / databases
- Excel / CSV files
- Websites

##### Creating data models

- Relationships
- Hiding fields and tables
- Renaming fields/tables

##### Working with visuals

- The formatting pane
- Conditional formatting
- Visual interactions

##### Charts

- Creating charts
- Bubble and other charts
- Grouping data
- Small multiples

##### Matrices

- Row and column headers
- Drill-down

##### Dashboard visuals

- Gauges
- Cards
- KPIs

##### Query editor

- Filtering rows
- Manipulating columns
- Working with data types
- Creating new columns

##### Filtering data

- Slicers
- Using the filter pane

##### Drill-through

- Adding drillthrough filters
- Creating back buttons
- Button drill-through

##### Azure maps

- Latitude and longitude
- Creating basic maps
- Bubble, heat and cluster maps
- Tweaking maps

##### Calculated columns

- Adding columns
- IF and SWITCH
- The RELATED function

##### Basic publishing

- Power BI Service
- Workspaces
- Dashboards and tiles
- Lineage view



## From our Advanced Power BI Reports course

### Custom visuals

- Ways to import
- Pinning custom visuals
- Infographics (picture charts)

### Tooltips

- Tooltip backgrounds
- Dynamic report tooltips
- Visual header tooltips

### Conditional formatting

- Gradients and rules
- Based on a field value
- Icons and data bars

### Dynamic display (\*)

- Format properties as expressions
- Examples of dynamic formatting

### Quick measures

- Comparison against single items
- Line chart averages
- Listing selected items
- Running totals

### Bookmarks

- Data and display properties
- Spotighting and hiding visuals
- Bookmark navigators
- Some design case studies

### Dynamic page navigation

- Page navigators
- Page navigation buttons
- Controlling with slicers
- Drill-through with slicers

### Decomposition tree (\*)

- How it works
- Formatting the parts
- Locking levels

## From our Advanced Power BI Data course

### Column transforms

- Splitting (3 methods)
- Extracting data
- Merging columns

### Creating columns

- Columns by example
- Custom columns in M
- Conditional columns
- Index columns

### Combining queries

- Combining files from folders
- Merging queries
- Fuzzy merge
- Appending queries

### Manipulation transforms

- Pivoting and unpivoting
- Grouping queries
- Transposing data