

Introduction to Power BI

2 day training course



Course contents

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

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

Pre-requisites for Introduction to Power BI course

Power BI is a standalone application, so there are no pre-requisites for attending this course.

Prices

| Venue | Address | Price per place |
|----------------------------|--|-------------------------|
| London | Landmark, 99 Bishopsgate, London EC2M 3XD | £1,425 per person + VAT |
| Manchester | Holiday Inn, 25 Aytoun Street, Manchester M1 3AE | £1,050 per person + VAT |
| Online | Your home or office! | £875 per person + VAT |

Scheduled Dates

| Dates | Venue | Times | Price per place | Booking |
|--------------------------|------------|-------------|-----------------|---------------------------|
| Thu/Fri 09-10 April 2026 | Online | 09:30-16:30 | £875 + VAT | Book this |
| Thu/Fri 09-10 April 2026 | Online | 09:30-16:30 | £875 + VAT | Book this |
| Thu/Fri 07-08 May 2026 | Online | 09:30-16:30 | £875 + VAT | Book this |
| Thu/Fri 28-29 May 2026 | London | 09:30-16:30 | £1,425 + VAT | Book this |
| Mon/Tue 01-02 June 2026 | Manchester | 09:30-16:30 | £1,050 + VAT | Book this |

If you can't see the dates that you want, ask us about organizing a customized course at your office (we'll provide and set up the computers), or else an online course tailored to your needs.

