



This course covers the following topics (any items marked with a \* will be covered if time allows):

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|---|--|---|
| <b>Basic reports</b> <ul style="list-style-type: none"><li>• Getting data</li><li>• Basic visuals</li><li>• Shapes, text boxes and images</li></ul>                 | <b>Matrices</b> <ul style="list-style-type: none"><li>• Row and column headers</li><li>• Drill-down</li></ul>  | <b>Basic maps</b> <ul style="list-style-type: none"><li>• Bubble maps</li><li>• Filled maps</li><li>• Geographical data categories</li></ul>                          |
| <b>Data sources</b> <ul style="list-style-type: none"><li>• SQL Server / databases</li><li>• Excel / CSV files</li><li>• Websites</li></ul>                         | <b>Dashboard visuals</b> <ul style="list-style-type: none"><li>• Gauges</li><li>• Cards</li><li>• KPIs</li></ul>   | <b>Calculated columns</b> <ul style="list-style-type: none"><li>• Adding columns</li><li>• IF and SWITCH</li><li>• The RELATED function</li></ul>                     |
| <b>Creating data models</b> <ul style="list-style-type: none"><li>• Relationships</li><li>• Hiding fields and tables</li><li>• Renaming fields/tables</li></ul>     | <b>Query editor</b> <ul style="list-style-type: none"><li>• Filtering rows</li><li>• Manipulating columns</li><li>• Working with data types</li><li>• Creating new columns</li></ul> | <b>Basic publishing</b> <ul style="list-style-type: none"><li>• Power BI Service</li><li>• Workspaces</li><li>• Dashboards and tiles</li><li>• Lineage view</li></ul> |
| <b>Working with visuals</b> <ul style="list-style-type: none"><li>• The formatting pane</li><li>• Conditional formatting</li><li>• Visual interactions</li></ul>    | <b>Filtering data</b> <ul style="list-style-type: none"><li>• Slicers</li><li>• Using the filter pane</li></ul>  |   |
| <b>Charts</b> <ul style="list-style-type: none"><li>• Creating charts</li><li>• Bubble and other charts</li><li>• Grouping data</li><li>• Small multiples</li></ul> | <b>Drill-through</b> <ul style="list-style-type: none"><li>• Adding drillthrough filters</li><li>• Creating back buttons</li><li>• Button drill-through</li></ul>                    |   |

Maximum 6 people per course. Scheduled classroom courses include lunch at a local restaurant; you can see how our online training works [here](#). For more information, see <https://www.wiseowl.co.uk/>.