

# Power BI – Data Fundamentals and Visualizations

## Description

### A Power BI course designed for beginners

In a data-driven world, being able to read and interpret information is essential. The *Power BI – Fundamentals* course gives you the foundational knowledge to create clear and useful dashboards. This one-day Power BI course is tailored for beginners who want to work with data more effectively. With a structured and accessible approach, you'll gradually get familiar with the Power BI Desktop and Power BI Service environments. You'll learn how to connect to various data sources, transform them, and visualize them using powerful tools.

### Hands-on and guided learning

Through practical demonstrations, you'll build your first interactive report. You'll learn the best practices to create clear visualizations and discover how to share your reports using Power BI Service and collaborate with your team. This Power BI training is perfect for exploring the essentials of data visualization with Microsoft. It combines theory and hands-on practice to help you build strong foundational skills for autonomous use. By the end of the course, you'll have a clear understanding of what the tool can do.

## Course Content

### Module 1: Introduction to Power BI

- Overview of Power BI tools (Power BI Desktop, Power BI Service)
- Introduction to the Power BI workspace
- Connecting to data sources
- Basics of data transformation and cleaning
- Guided walkthrough of the Power BI interface
- Connecting to sample data sources

### Module 2: Data Modeling and Transformation

- Importing and transforming data
- Using Power Query to shape data
- Creating and managing relationships
- Introduction to DAX (Data Analysis Expressions)
- Hands-on data transformation exercise
- Creating relationships between tables

### Module 3: Creating Visualizations

- Selecting appropriate types of visualizations (charts, tables, maps)
- Customizing visualizations
- Using slicers and filters
- Formatting reports and dashboards
- Practical creation of visualizations
- Building a sample report with filters and slicers

### Module 4: Publishing and Sharing Reports

- Publishing reports on Power BI Service
- Sharing and collaborating on reports
- Introduction to the Power BI mobile app
- Publishing a report to Power BI Service
- Sharing a report with colleagues
- Configuring access permissions

## **Documentation**

- Digital course material included

## **Participant profiles**

- Beginners in data analysis
- Business analysts
- Management assistants
- Reporting managers
- Research officers
- Professionals transitioning into data roles
- Project managers

## **Prerequisites**

- Understand basic data structures
- Be able to work with Excel tables
- Know the basics of filters and sorting in Excel
- No prior experience with Power BI is required

## **Objectives**

- Explore the Power BI Desktop and Service interface
- Connect to and import various data sources
- Clean and transform data using Power Query
- Create relationships between multiple datasets
- Use basic DAX language functions
- Build interactive visualizations
- Customize and format dashboards
- Publish and share reports in Power BI Service

## **Description**

Power BI – Data Fundamentals and Visualizations training

### **Niveau**

Fondamental

### **Classroom Registration Price (CHF)**

850

### **Virtual Classroom Registration Price (CHF)**

800

### **Duration (in Days)**

1

### **Reference**

MPB-11