

# Power BI Training: Fundamentals

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This two-day course will provide participants with the conceptual background and hands-on experience needed to create effective data visualisations using Microsoft Power BI. The course will cover Power BI's rich features for data preparation and transformation; for creating data visualisations, interactive reports and dashboards; and for sharing Power BI content within and outside your organisation.

Power BI has two components that work together - Power BI Desktop and the cloud-based Power BI Pro service. This course will provide you with the core skills needed to use both components effectively.

## Duration

Two days, instructor lead training with a mixture of theory, hands on exercises and discussion.

## Prerequisites

No prior knowledge of Microsoft Power BI required.

## Course Outline

- Introduction: What is Power BI?
  - Power BI Desktop
  - Power BI Pro Service
- Power BI Building Blocks
- Data Preparation in Power BI
  - Connecting to Data
  - Using multiple Data Sources
  - Power BI Query Editor
  - Data Modelling
- Visualisations
  - Types of Visualisations
  - Fields, Format and Analytics
  - Filtering and Slicing
  - Drill Down and Drill Through
- Calculations
  - Introduction to DAX
  - Calculated Columns and Measures
  - Common Calculations
- Parameters
  - What are Parameters?
  - When to use them
- Power BI Pro Service
  - Power BI Pro Service interface
  - My Workspace
  - View, edit, create Reports
  - Natural Language Queries
  - Quick Insights
  - Sharing and Security

## What to Bring

Your laptop with Power BI Desktop installed, and an active Power BI Pro account\*. Laptop charger and mouse.

## Course Cost

NZD \$1,600 per person, excluding GST. *Please contact us for a quote for on-site training for 4+ people.*

## Contact Us

For questions, to express interest or to request a quote, contact Montage on **0800 MONTAGE** (0800 666 824).

*\*If you don't have a Power BI Pro account, sign up for a free 60-day trial at [app.powerbi.com/signupredirect](https://app.powerbi.com/signupredirect)*