**Microsoft Power BI - Desktop – Course Outline**

|  |  |
| --- | --- |
| **Who should attend?** | New or existing users of Microsoft Power BI, who want to analyse data effectively using Microsoft Power BI Desktop. |
| **Assumed Knowledge:** | A working knowledge of Microsoft Excel is assumed, gained from the workplace or by prior attendance on an IT course. |
| **Objectives:** | To provide attendees with the skills required to very effectively analyse data and create visualisations using Microsoft Power BI Desktop. |

**During the course of this Module, the following topics will be covered:**

## Microsoft Power BI Desktop:

1. Creating a visualisation and setting up Slicers to filter Data.
2. The desktop Interface.
3. Getting data from various sources.
4. Interaction between Visualisations.
5. Aggregation.
6. Transforming and correcting data.
7. Creating custom columns.
8. Creating visualization by asking questions.
9. Linking tables.
10. Relationships types.
11. Getting data from the web.
12. Using the append data query.
13. Visualisations.
14. Report view.