



Consulting and Training | Reach New Heights

Course Name

Microsoft Power BI

Sector Name

Information Technology

Document Type

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Microsoft Power BI

Course Introduction

In today's data-driven business environment, organisations rely heavily on powerful analytics tools to transform raw data into meaningful insights. Microsoft Power BI is one of the leading business intelligence (BI) and data visualization platforms that enables companies to analyze data, build interactive dashboards, and support strategic decision-making.

The Microsoft Power BI training course is designed to help professionals understand how to collect, analyze, and visualize business data effectively. Participants will learn how to connect Power BI with multiple data sources, including databases, spreadsheets, and cloud platforms, enabling organisations to create real-time reports and performance dashboards.

This course covers essential concepts such as data modeling, data transformation, interactive dashboards, report creation, and data visualization techniques. These skills allow businesses to monitor key performance indicators (KPIs), track operational performance, and identify business trends.

Through hands-on practice and real-world business scenarios, participants will gain practical experience in using Power BI tools to transform complex datasets into actionable insights. This helps organisations improve reporting accuracy, support data-driven strategies, and enhance decision-making across departments

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Target Audience

- ✓ Business Analysts & Data Professionals seeking to turn data into actionable insights
- ✓ Managers & Decision Makers who need to visualize trends and KPIs in real time
- ✓ Finance, HR, Sales & Operations Teams working with large datasets and reporting needs
- ✓ IT & Database Professionals integrating and maintaining data for enterprise reporting
- ✓ Excel Power Users looking to transition from static reports to dynamic dashboards
- ✓ Anyone aspiring to build a career in Data Analytics or Business Intelligence

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Learning Objectives

- ✓ Get to know the different tools of the Power BI universe and learn how to use them
- ✓ Understand Power BI Desktop and its components
- ✓ Learn how to use the Query Editor to connect Power BI to various source types, how to work on the Data Model, and understand the difference between those two steps
- ✓ How to work in the different views of the Data Model
- ✓ How to create calculated columns and measures
- ✓ How to build relationships between different tables
- ✓ How to create a report with different interactive visualization types
- ✓ Learn how to use Power BI Service (Power BI Pro) to create dashboards and to share and publish your results
- ✓ How to access your results from multiple devices using Power BI Mobile
- ✓ How to create custom visuals using TypeScript and the Power BI Developer Tools

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Course Outline

✓ Day 01

Introduction to Power BI

- ✓ What is PowerBI?
- ✓ How can it be used to analyze financial data?
- ✓ First Project 1/3: Installing Power BI Desktop & Source File Connection
- ✓ First Project 2/3: Working in the Query Editor
- ✓ First Project 3/3: The Data View & Creating our First Visuals
- ✓ Exploring the Interface of the Data Model
- ✓ Understanding the Power BI Desktop Workflow
- ✓ Understanding the Query Editor Interface
- ✓ Important! Creating the Project File & Recommended Settings
- ✓ Connecting Power BI Desktop to Source Files
- ✓ Keeping & Removing Rows
- ✓ Working with Filters
- ✓ Removing Empty Rows
- ✓ Appending Queries
- ✓ Working with Columns
- ✓ Formatting Data & Handling Formatting Errors
- ✓ Pivoting & Unpivoting Data Splitting Columns
- ✓ Creating Groups & Cleaning Up our Project
- ✓ Creating a Group

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Course Outline

✓ Day 02

Understanding Relationships

- ✓ Cardinality: Many-to-One & One-to-One
- ✓ Cross Filter Direction & Many-to-Many
- ✓ Understanding Active Properties
- ✓ Understanding the DAX Basics
- ✓ How to Properly Use the DAX Syntax
- ✓ Supported DAX Data Types
- ✓ Understanding "Data Category"

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Course Outline

✓ Day 03

Understanding the CALENDAR Function

- ✓ Understanding IF & RELATED
- ✓ Calculated Columns vs Measures
- ✓ Understanding Basic Visual Concepts
- ✓ Getting Started with Visuals & Reports
- ✓ Understanding Tooltips & Interactions
- ✓ Diving Intro Hierarchies & Drill Mode
- ✓ Data Colors & Conditional Formatting
- ✓ Formatting Report Pages
- ✓ Formatting Visuals

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Course Outline

✓ Day 04

Working with Report Themes

- ✓ Using the Slicer
- ✓ Understanding Default Summarization & Sorting
- ✓ Understanding Default Summarization & Sorting
- ✓ Working with Treemaps & Tables
- ✓ Understanding Filter Types (Visual, Page & Report)
- ✓ Creating Combined Visuals & Waterfalls

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Course Outline

✓ Day 05

Final Project

- ✓ At the end of the course, the trainer summarizes all the material explained during the previous days and focuses on the most important points that are applicable in our daily life.
- ✓ Later, the trainer splits the class into several groups (teams) and distributes the final project, which is a simulation of real-life tasks and challenges.
- ✓ Every team starts applying what is requested in the final project.
- ✓ Meanwhile, the trainer passes through team members and tries to help them in case of any difficulty they face. At the end of the day, every team should present their final work in front of the class, and an open discussion is held to assess the work.

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
July 4, 2027	July 8, 2027	5 days	4250.00 \$	Egypt , Cairo
April 4, 2027	April 8, 2027	5 days	4250.00 \$	Qatar , Doha
Sept. 6, 2027	Sept. 10, 2027	5 days	4950.00 \$	Spain , Madrid
Dec. 14, 2026	Dec. 18, 2026	5 days	4250.00 \$	UAE , Dubai

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