

# COURSE OVERVIEW

**Course Name:**  
Microsoft Power BI  
Intermediate

**COURSE DURATION: 1 Day**

**Gauteng:**

3rd Floor, 34 Whitely Road  
Melrose Arch  
Johannesburg  
2196

**Gauteng:**

192 on Bram  
192 Bram Fischer Drive  
Ferndale, Randburg  
Johannesburg  
2160

**Cape Town:**

3rd Floor, Thomas Pattullo Building  
19 Jan Smuts St  
Cape Town  
8000

**Durban:**

9 Mountview Close  
Broadlands  
Mount Edgecombe  
Durban  
4302

 **087 941 5764**

 **sales@impactful.co.za**

 **impactful.co.za**

## COURSE OVERVIEW

Microsoft Power BI is a popular tool for data scientists. You can easily connect to and transform your data. You can create reports and then publish them. This allows everyone in your organization to make data-driven decisions that drive strategic actions.

## DELIVERY METHOD

Our courses have flexible delivery options:

- In-person classroom training at the Impactful training facilities
  - Johannesburg, Durban, Cape Town
- Virtual instructor-led training
- Nationally: on-site at the client

## COURSE OBJECTIVES

In this course you will learn how to transform data and create more advanced visuals.

You will

- Connect to data.
- Transform the data.
- Append and merge data.
- Use visuals to create a report.
- Setup conditional formatting.
- Use workspaces.

## COURSE OUTLINE

### Module 1: Connect to Data

- Connect to an Excel file
- Connect to a CSV file
- Connect to web
- Privacy levels

### Module 2: Data Transformation

- Append data
- Promoted headers
- UnPivot the data
- Merge data
- Filter data
- Enable Load
- Rename steps
- Create data groups

### Module 3: Create Visuals

- Matrix
- Scatter chart
- Ribbon Chart
- Treemap
- Filters pane
- Edit interactions
- Conditional Formatting

### Module 4: Workspaces

- Power BI Licensing
- Power BI Service
- Create a workspace
- Publish to a workspace