



# MICROSOFT POWER BI RECIPES



## Course Information

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| Course Name     | Microsoft Power BI Recipes                  |
| Course Designer | World Wide Industrial and Systems Engineers |
| Course Category | Hazard Communication                        |
| Course Duration | 2 hours 57 minutes                          |

## Course Overview

Microsoft Power BI is a suite of tools to analyse your data and extract business insights from it through building interactive dashboards. This course is your guide to getting the most out of Power BI and will help you solve any problems you might come across while using it. It contains practical recipes on the various tasks that you can do with Microsoft Power BI—from gathering your data to analysing it. You will start with the basic installation and configuration of Power BI Desktop, and go on to connect your data sources with it. You'll transform and get your data ready for analysis, and create effective data views using it. Then, you will see how you can create stunning reports and dashboards in Power BI. Finally, the course also contains some handy recipes on troubleshooting various issues in Power BI. We'll ensure that you have the tricks of the trade in mastering Power BI to get effective visual analytics. This course uses Power BI's old version, while not the latest version available, it provides relevant and informative content for legacy users of Power BI.

## Microsoft Power BI Recipes

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| <b>Who should attend?</b> | <ul style="list-style-type: none"> <li>• Data Analysis Team</li> <li>• Management Representative</li> <li>• Managers</li> <li>• Project Managers</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Course Objectives</b>  | <p>In this course you will:</p> <ul style="list-style-type: none"> <li>• learn how to get and prepare your data for analysis and visualization</li> <li>• find out how to create relationships between tables in your data model</li> <li>• create calculated columns and measures using the DAX language</li> <li>• get report layout and data visualization best practices</li> <li>• understand which charts/graphs to use depending on the question being answered or the story being told</li> <li>• use shapes to design, emphasize, and tell a story</li> <li>• see how to incorporate custom visuals into your reports and dashboards</li> <li>• complete a power bi data analysis/visual project from start to finish</li> </ul> |
| <b>Benefits</b>           | <ul style="list-style-type: none"> <li>• Integrates seamlessly with existing applications</li> <li>• Rich personalized dashboards</li> <li>• Publish reports securely</li> <li>• No memory and speed constraints</li> <li>• Extracting business intelligence rapidly and accurately</li> <li>• Supports Advanced Data services</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                 |

## Course Content

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| <b>Course Modules</b> | <ol style="list-style-type: none"> <li>1. Desktop Layout, Features and Views</li> <li>2. Connecting to Common Data sources</li> <li>3. Query Editor Layout and Functionality</li> <li>4. Creating Relationships in your Data Model</li> <li>5. Develop your Data Nerd Prowess</li> <li>6. Built-in Aggregations</li> <li>7. Calculated Columns and Measures</li> <li>8. A Visual Demonstration</li> <li>9. Some Slightly Advanced Measures</li> <li>10. Developing reports and dashboards</li> <li>11. Data visualisation Best Practices</li> </ol> |
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|                      | 12. Report dashboard layout<br>13. Creating a Project Management Report<br>14. Tips, tricks and capstone project<br>15. Capstone project                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Certification</b> | <ul style="list-style-type: none"> <li>• Certificate of competence</li> <li>• Certificate of attendance</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Assessments</b>   | <ul style="list-style-type: none"> <li>• If applicable, an assessment at the end of the course will be required.</li> <li>• A minimum of 60% is to be achieved to attain a Competence Certificate.</li> <li>• If you achieve lower than 60% but get between 40 – 59% a second attempt will become available.</li> <li>• If you get lower than 40% and fail the second attempt, you will need to re-purchase the course.</li> <li>• If applicable, an attendance certificate is awarded to you</li> </ul> |

## About WWiSE

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| <b>Who are we?</b>    | <p>World Wide Industrial &amp; Systems Engineers (WWiSE) is an ISO consultancy, training, business solutions and systems implementation firm based in Southern Africa that provides clients with effective business processes and Safety, Health, Environmental, Risk and Quality (SHERQ) management solutions in preparation for ISO compliance. The solutions we provide and implement allow our clients to compete favourably in modern competitive business environments, locally and internationally. We also strive to be the leading training providers in SHEQ, ISO, Engineering, Finance, Business and Project Management.</p> |
| <b>What do we do?</b> | <p>Our services are aimed at the improvement of quality, efficiency, knowledge and competitiveness of client companies. The service range includes:</p> <ul style="list-style-type: none"> <li>• ISO and SHERQ Systems implementation services whereby we assist client companies in meeting the requirements of ISO 9001, 14001, 22000, 31000, 27001, 20000-1, 50001, 22301 and 45001 standards.</li> </ul>                                                                                                                                                                                                                            |

- Integrated Management Systems development whereby we integrate several business systems and environmental, quality management solutions into a single management system to comply with various environmental, quality and safety standards.
- Training of all employees (Shop Floor to Executive Management) in the fields of SHERQ, Engineering, Finance, Business and Project Management to meet the job responsibilities and expertise requirements of the International Standards.
- ISO and Legal auditing which includes gap analysis audits, product, process, procedural, and systems auditing by our registered SAATCA auditors.
- Customised web-based solutions integrating current systems to be in line with ISO requirements

We are a Level 1 BBBEE Contributor that specialises in systems development, consultancy, training and auditing