



POWER BI DESKTOP ESSENTIAL SKILLS

22-23 OCT 2026 | 12-13 NOV 2026 | 3-4 DEC 2026
9.00AM - 5.00PM
ONLINE VIA MICROSOFT TEAMS

Course Overview

Power BI Desktop is a free application that enables users to connect, transform, and visualize data. With Power BI Desktop, users can connect to multiple different sources of data and combine them (often called modeling) into a data model. This data model enables users to create data visualization, build customized dashboards which can be shared as reports with colleagues within the organization. Most users who work on business analytics projects use Power BI Desktop to create reports and then use the Power BI services to collaboratively share their reports with others.

Who Should Attend

Users who manage, analyse, and present data visualisations and dashboards. It is suitable for participants who already have experience working with Excel charts

Pre-requisite

This course is relevant for users who manages, analyze and presents compelling data visualization and dashboards. Participant must already have experience working with Excel charts.

Course Registration



<https://forms.gle/mm594CJrxs24U8Rv6>

RM1501.20

(Price Inclusive of 8% SST)

HRDC Claimable*



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Course Structure

Time	Agenda
9.00AM - 12:30PM	Module 1: What is Power BI - Where to get? - Installation Module 2: Get started with Power BI - Knowing your way around
12.30PM - 1:30PM	Lunch Break
1:30PM - 5.00PM	Module 3: Getting Data in Power BI Learn to join multiple data sources into one in order to combine diverse sources of information in an analytical solution. - Getting data from one source - Getting data from multiple sources - Data Transformations
DAY 2	
9.00AM - 12:30PM	Module 4: Creating and Managing Relationships in Power BI Relationship in Power BI is used to define the connections or the relation between two or more tables and perform analysis. - Power BI relationship - Creating Power BI relationships
12.30PM - 1:30PM	Lunch Break
1:30PM - 5.00PM	Module 5: Applying Data Analysis Expressions (DAX) - Calculated columns – Creating column with filtered/sorted information - Measures – Create field having aggregated values e.g., sum, percentages, averages etc. Module 6: Data Visualization with Power BI Select the most relevant type of visualization for different presentation, scenarios and presentations – bubble chart, line chart, card, matrix, KPI, etc. - Formatting of visualizations - Color saturation in charts - Insert of custom visualization - Deliver your presentation in a focused, comprehensible and convincing manner.