

Power BI Reports and Dashboards

Training Methodology

This course uses a hands-on, project-based approach to teach participants how to create dynamic reports and dashboards in Power BI. The methodology includes:

- Instructor-led demonstrations: Live demonstrations of how to create and customize reports and dashboards in Power BI.
- Hands-on exercises: Participants will practice creating their own reports and dashboards using real-world datasets.
- Interactive discussions: Group discussions on best practices for dashboard design and reporting techniques.
- Case studies: Application of Power BI skills to real-life business scenarios.
- Continuous feedback: Personalized feedback and guidance to help participants refine their reports and dashboards.

Course Overview

The Power BI Reports and Dashboards course is designed to provide participants with the skills to create insightful, data-driven reports and dashboards. The course covers report creation, dashboard design, interactive elements, and sharing reports with stakeholders. By the end of the course, participants will be able to create professional-level reports and dashboards that deliver actionable insights.

What You Will Learn

Power BI Reports and Dashboards

- Report Design Best Practices: Learn how to design reports that clearly communicate data insights.
- Dashboard Creation: Understand how to create interactive, dynamic dashboards for real-time monitoring.
- Custom Visuals: Use Power BI's built-in and custom visuals to enhance report presentation.
- Interactivity: Build interactive elements such as slicers, filters, and drill-downs to engage users.
- Sharing and Collaboration: Learn how to share reports and dashboards securely with stakeholders using Power BI Service.

Who Should Learn

- Data Analysts: Professionals responsible for analyzing data and creating reports for business stakeholders.
- Business Intelligence Specialists: Individuals who need to present data insights through dynamic reports and dashboards.
- Managers and Executives: Decision-makers who want to monitor business performance through real-time dashboards.
- Financial Analysts: Professionals responsible for reporting on financial metrics and performance.
- Sales and Marketing Teams: Individuals who need to track and present key sales and marketing data using reports and dashboards.

5 Training Modules

Module 1: Fundamentals of Report Design in Power BI

- Overview of Power BI's report creation tools.

Power BI Reports and Dashboards

- Designing reports that are clear, concise, and visually appealing.
- Best practices for report layouts and visual hierarchies.

Module 2: Creating Dynamic Dashboards

- Building interactive dashboards that monitor business performance in real time.
- Adding visual elements such as KPIs, scorecards, and cards.
- Designing dashboards for different user roles and perspectives.

Module 3: Advanced Visuals and Customization

- Customizing default Power BI visuals and using custom visuals from the marketplace.
- Using themes, colors, and styles to enhance report presentation.
- Implementing advanced visuals like maps, treemaps, and waterfall charts.

Module 4: Adding Interactivity and User Engagement

- Building interactive reports with slicers, filters, and drill-throughs.
- Using buttons, bookmarks, and dynamic labels to guide users through data stories.
- Creating tooltips and dynamic interactions to improve user experience.

Module 5: Sharing, Publishing, and Collaborating on Reports

- Publishing reports and dashboards to Power BI Service for secure sharing.
- Managing user access and permissions for shared reports.
- Collaborating with stakeholders by sharing insights and enabling report comments.

Conclusion

Power BI Reports and Dashboards

By the end of this Power BI Reports and Dashboards course, participants will have the knowledge and skills to create high-quality reports and dashboards that provide actionable insights. They will be able to design interactive, user-friendly dashboards and share them securely with stakeholders, making this course ideal for data professionals, managers, and business leaders looking to enhance their reporting capabilities.