Power BI with Power Query

Training Methodology

This course takes a hands-on approach to teaching participants how to use Power Query within Power BI to transform, clean, and model data efficiently. The methodology includes:

- Instructor-led demonstrations: Real-time demonstrations on how to use Power Query to extract, transform, and load data.

- Hands-on exercises: Participants will practice transforming and modeling data using real-world examples.

- Interactive discussions: Group discussions on best practices for data transformation and automation using Power Query.

- Case studies: Application of Power Query to solve specific data problems and enhance reporting.

- Continuous feedback: Regular feedback on participants' progress to help refine their data transformation skills.

Course Overview

The Power BI with Power Query course is designed to teach participants how to streamline the data preparation process in Power BI using Power Query. Participants will learn how to clean, transform, and model data efficiently before creating reports and dashboards. This course is ideal for anyone looking to automate data workflows and create more accurate reports.

What You Will Learn

- Data Transformation: Learn how to clean and reshape data using Power Query in Power BI.

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- Data Loading: Understand how to load transformed data into Power BI for further analysis and reporting.

- M Language Basics: Gain an introduction to the M language used in Power Query for advanced data transformations.

- Automation: Automate data refreshes and transformation processes to streamline reporting.

- Combining Data Sources: Learn how to merge and append multiple data sources in Power Query.

Who Should Learn

- Data Analysts: Professionals responsible for data preparation and transformation before analysis.

- Business Intelligence Specialists: Individuals who need to work with multiple data sources and automate the transformation process.

- Financial Analysts: Professionals handling complex financial datasets who want to automate data cleaning and transformation.

- IT Managers: Managers who oversee data preparation and reporting processes and need to optimize workflows.

- Excel Users: Professionals who want to leverage Power Query to enhance their Excel and Power BI workflows.

5 Training Modules

Module 1: Introduction to Power Query in Power BI

- Overview of Power Query and its role in data transformation.

- Understanding the Power Query interface and its features.

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- Best practices for using Power Query for data preparation.

Module 2: Data Extraction and Cleaning Techniques

- Importing data from different sources (Excel, databases, web, etc.).

- Cleaning and transforming data (removing duplicates, handling missing values, etc.).

- Using advanced transformation techniques such as pivoting, unpivoting, and text splitting.

Module 3: Merging and Appending Data

- Combining data from multiple sources using merge and append functions.

- Creating relationships between tables in Power Query.

- Best practices for handling large datasets and improving performance.

Module 4: Using the M Language for Advanced Transformations

- Introduction to the M language and its syntax.

- Writing custom queries for advanced data transformations.

- Automating transformations with reusable M code.

Module 5: Automating Data Refreshes and Workflows

- Setting up automatic data refresh schedules in Power BI.

- Using Power Query to automate data transformations and streamline workflows.

- Best practices for managing data sources and automating reporting.

Conclusion

By the end of this course, participants will be proficient in using Power Query to prepare and

transform data for use in Power BI. They will be able to automate the data preparation process, handle complex datasets, and create more accurate reports. This course is ideal for professionals who want to improve their data workflows and maximize the efficiency of their Power BI reports.