



Growth Through Excellence

TURN DATA INTO
INSIGHTS
DRIVE BETTER
DECISIONS

PROFESSIONAL POWER BI — COURSE —

Learn Excel, Power Query, DAX,
Data Modeling & Interactive
Dashboard Design



EXCEL

Data Handling &
Advanced Formulas



POWER QUERY

Clean, Transform &
Prepare Data



DAX

Powerful Calculations
& Measures



DATA MODELING

Build Relationships &
Create Robust Models



INTERACTIVE DASHBOARDS

Design Stunning Dashboards
& Reports



PRACTICAL
LEARNING



EXPERT
GUIDANCE



REAL-WORLD
PROJECTS



CERTIFICATION
OF EXCELLENCE



BOOST YOUR
CAREER
WITH DATA
VISUALIZATION
EXPERTISE

Module 1: Computer & Data Basics (2 Hours)

Introduction

- What is Data?
- Types of Data
- Structured vs Unstructured Data
- Database vs Excel
- What is Business Intelligence (BI)?
- What is Data Analytics?
- Why companies use Power BI?

Practical

- Understanding rows, columns
- Different file formats
- Excel (.xlsx)
- CSV
- Text
- JSON
- XML



Module 2: Microsoft Excel for Power BI (12 Hours)

Excel Basics

- Workbook
- Worksheet
- Rows & Columns
- Cell Reference
- Data Types
- Formatting
- Number Formats

Data Handling

- SUM
- AVERAGE
- COUNT
- COUNTA
- MIN



- MAX
- IF
- IFERROR
- AND
- OR
- LEFT
- RIGHT
- MID
- LEN
- CONCAT
- TEXT
- ROUND

Lookup Functions

- LOOKUP
- VLOOKUP
- HLOOKUP
- INDEX
- MATCH

Date Functions

- TODAY
- NOW
- YEAR
- MONTH
- DAY
- EDATE
- EOMONTH

- Conditional Formatting
- Tables
- Named Ranges

LEN	=LEN("Example") Return the length of the text <i>"Example"</i>
MID	=MID("Text",2,3) Extract 3 characters from the text <i>"Text"</i> , starting at position 2
COUNTA	=COUNTA(B1:B10) Count non-blank cells in the range <i>B1:B10</i>
AVERAGE	=AVERAGE(C1:C10) Return the average of the range <i>C1:C10</i>
DATE	=DATE(2024,4,20) Return the date for the year 2024, month 4, and day 20
SUMPRODUCT	=SUMPRODUCT(D1:D10,E1:E10) Sum the products of the ranges <i>D1:D10</i> and <i>E1:E10</i>
AND	=AND(F1>=50, G1<100) Test if <i>F1</i> is greater than or equal to 50 and <i>G1</i> is less than 100
OR	=OR(H1="Yes", H1="Y") Test if <i>H1</i> is equal to "Yes" or <i>H1</i> is equal to "Y"
LEFT	=LEFT(A1,5) Extract the first 5 characters from text <i>A1</i>

Excel Charts

- Bar
- Column
- Pie
- Line
- Area
- Scatter



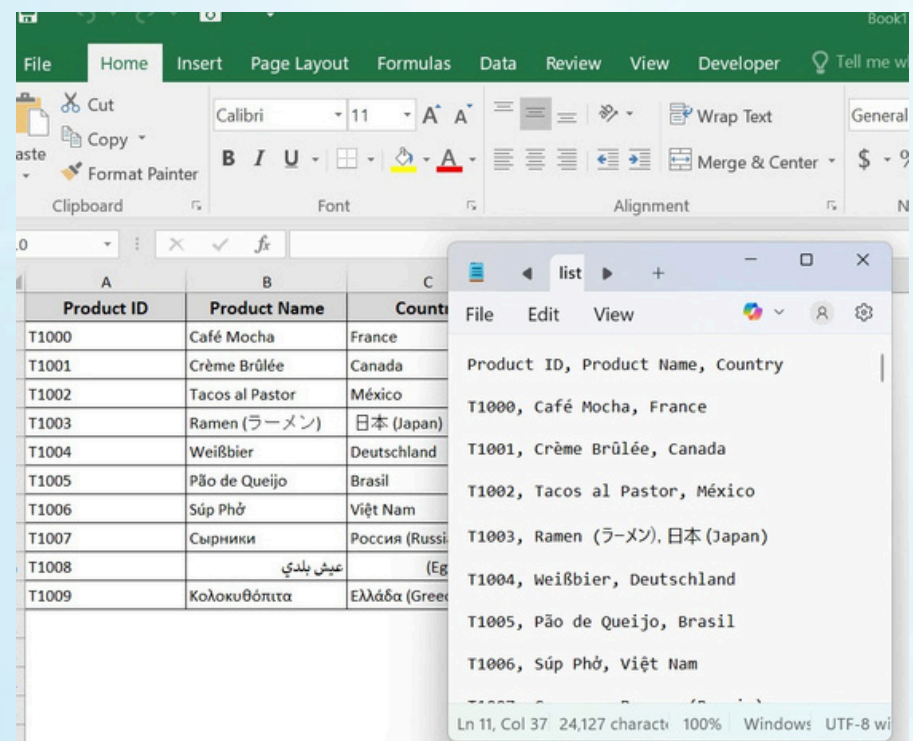
Pivot Tables

- Creating Pivot Table
- Pivot Charts
- Grouping
- Slicers
- Timelines

Module 3: CSV & Data Preparation (2 Hours)

Excel Charts

- What is CSV?
- Import CSV
- Encoding Issues
- Delimiters
- Data Cleaning
- Missing Values
- Duplicate Records
- Blank Rows
- Incorrect Data Types



Module 4: Introduction to Power BI (2 Hours)

Excel Charts

- What is Power BI?
- Components of Power BI
- Power BI Desktop
- Power BI Service
- Power BI Mobile

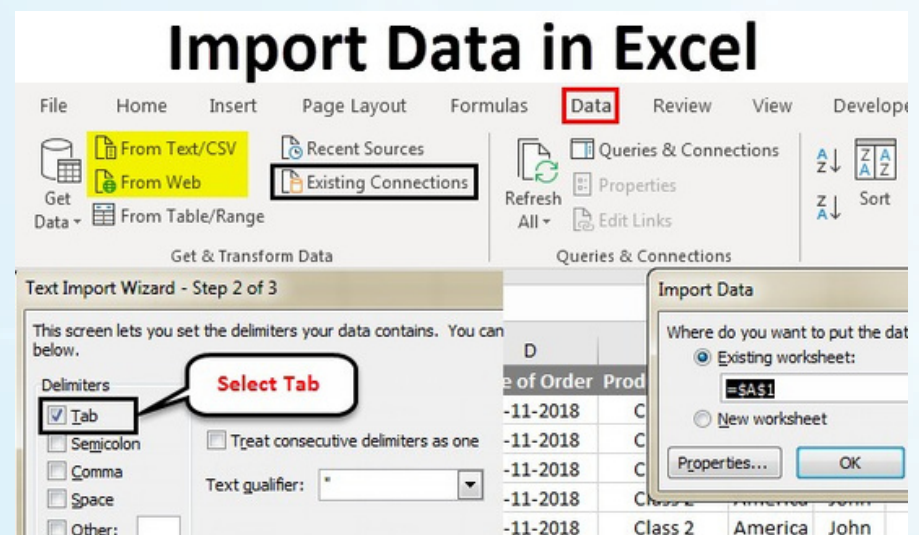


- Power BI Architecture
- Installation
- Interface Tour
- File Types (PBIX)

Module 5: Importing Data (2 Hours)

Connect to

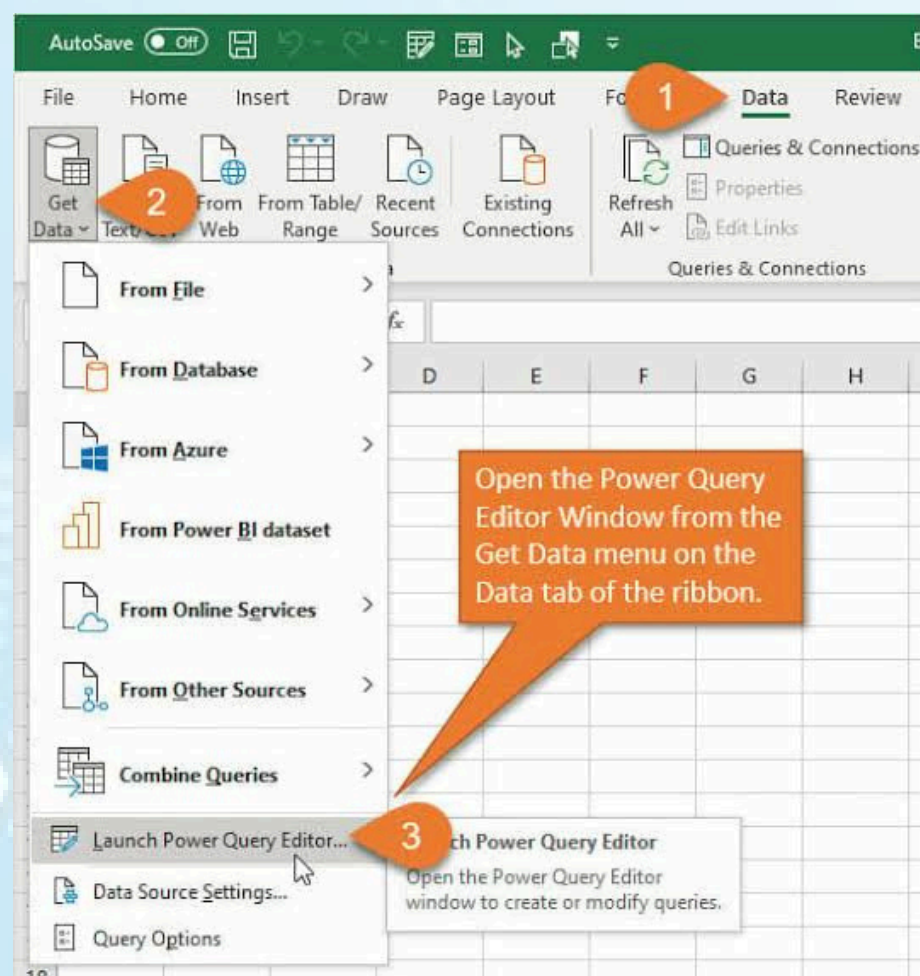
- Excel
 - CSV
 - Folder
 - SQL Server
 - Web
 - PDF
 - SharePoint
 - Google Sheets (Overview)
-
- Refresh Data
 - Data Source Settings



Module 6: Power Query Editor (8 Hours)

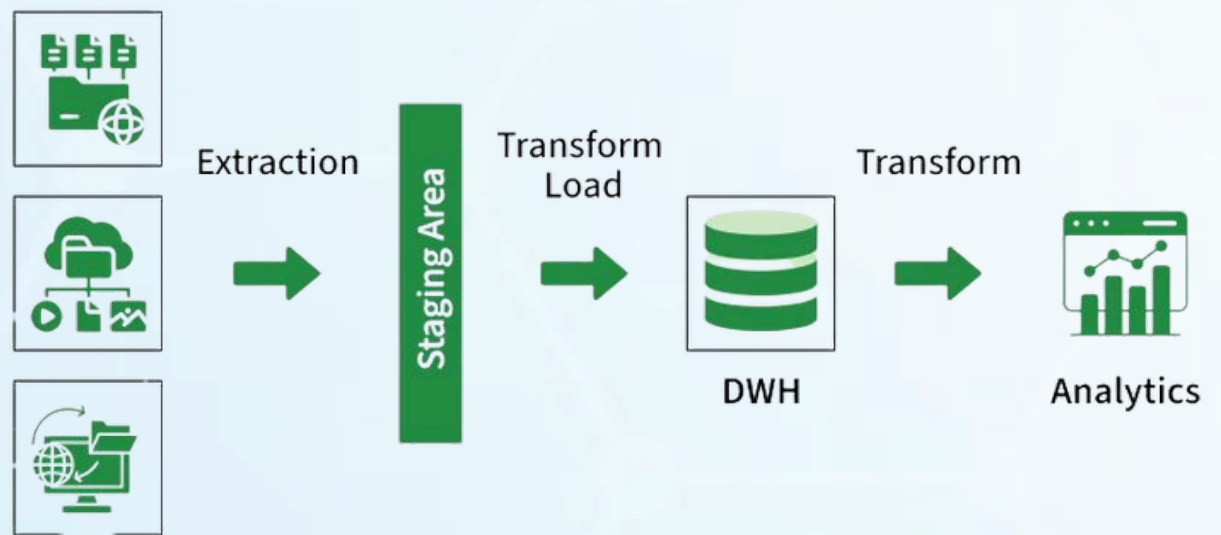
Data Cleaning

- Remove Columns
- Rename Columns
- Split Column
- Merge Column
- Replace Values
- Fill Up
- Fill Down
- Trim
- Clean
- Extract
- Duplicate
- Remove Errors



Transformations

- Pivot
- Unpivot
- Group By
- Merge Queries
- Append Queries
- **Data Types**
- **Custom Columns**
- **Conditional Columns**
- **Index Column**
- **Date Transformations**



Module 7: Data Modeling (3 Hours)

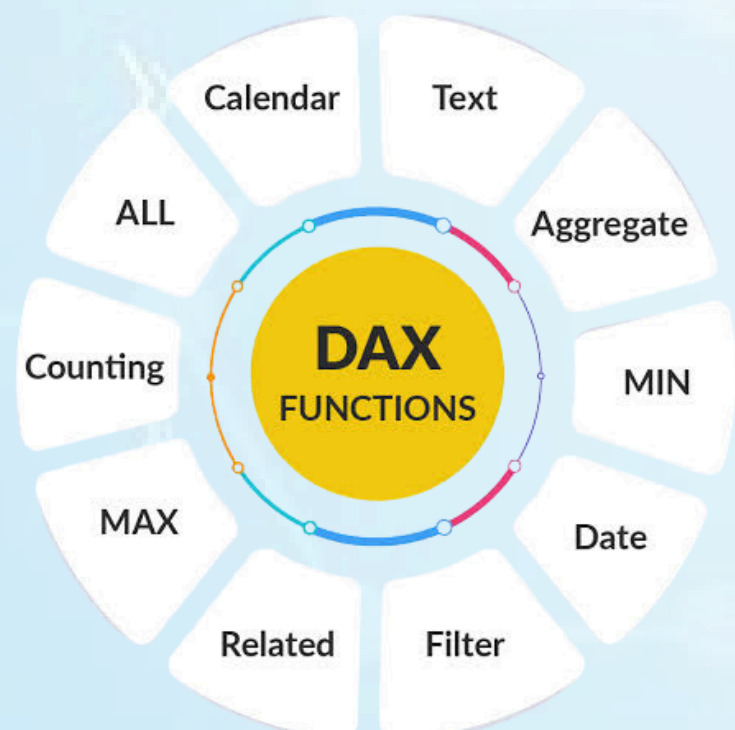
- Fact Table
- Dimension Table
- Primary Key
- Foreign Key
- Relationships
- One-to-One
- One-to-Many
- Many-to-Many
- Active Relationship



Module 8: DAX (9 Hours)

Basic Functions

- SUM
- SUMX
- COUNT
- COUNTROWS
- DISTINCTCOUNT
- MAX
- MIN
- AVERAGE



Logical

- IF
- SWITCH

Date

- TODAY
- YEAR
- MONTH
- DAY

Filter Functions

- FILTER
- ALL
- ALLEXCEPT
- VALUES
- SELECTED VALUE

Aggregation

- CALCULATE
- RELATED
- RELATEDTABLE

Time Intelligence

- TOTALYTD
- SAMEPERIODLASTYEAR
- DATEADD
- PREVIOUSMONTH
- NEXTMONTH

Ranking

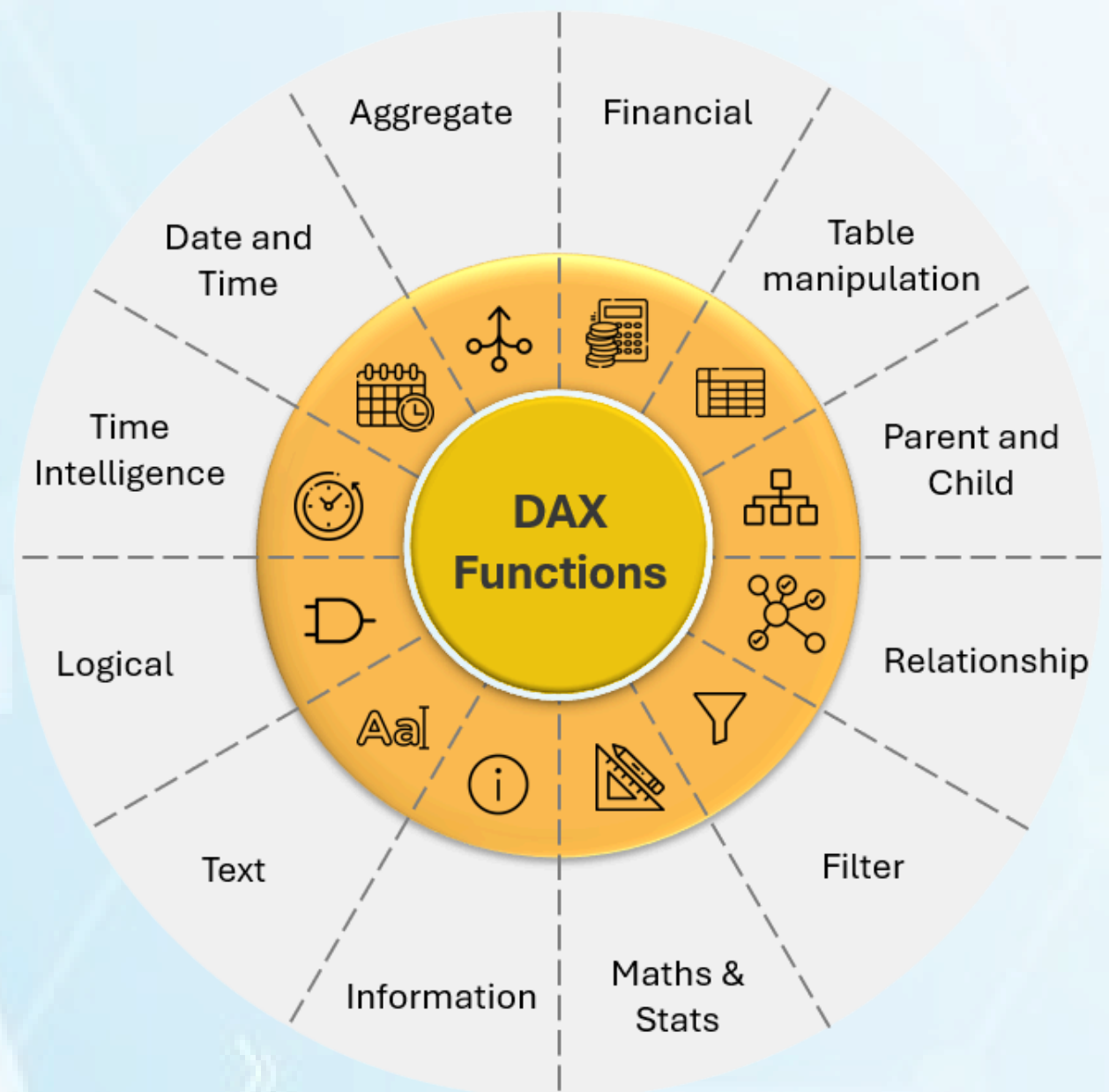
- RANKX



- Variables
- VAR
- RETURN

Module 9: Data Visualization (6 Hours)

- Fact Table
- Dimension Table
- Charts
- Card
- KPI
- Table
- Matrix
- Clustered Bar
- Clustered Column
- Line
- Area
- Pie
- Donut
- Funnel
- Waterfall
- Gauge
- Ribbon
- Treemap
- Scatter
- Map
- Filled Map
- Decomposition Tree
- Key Influencers



Formatting

- Theme
- Colors
- Background
- Tooltips
- Conditional Formatting

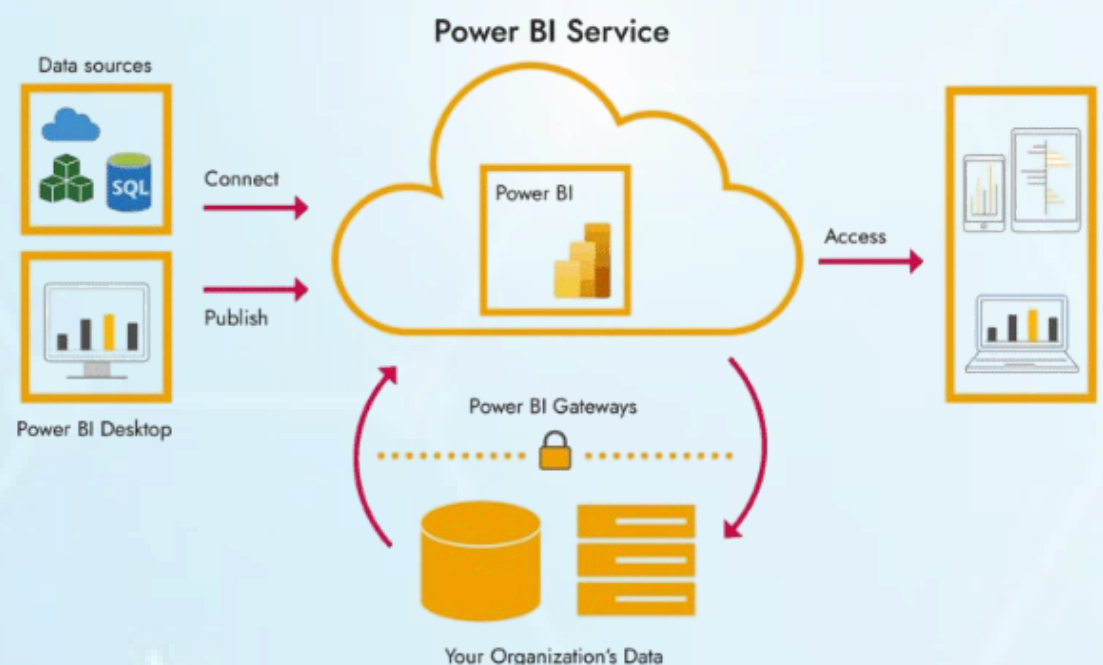
Module 10: Dashboard Design (6 Hours)

- Report Pages
- Navigation
- Bookmarks
- Buttons
- Drill Down
- Drill Through
- Cross Filtering
- Cross Highlighting
- Sync Slicers
- Tool Tips
- Mobile Layout



Module 11: Power BI Service (2 Hours)

- Publish Report
- Workspace
- Dashboard
- App
- Sharing Reports
- Data Refresh
- Gateway
- Schedule Refresh
- Export PDF
- Export PPT



Module 12: Real Business Project (6 Hours)

Project: Retail Sales Dashboard

- Dataset
- Orders
- Customers
- Products
- Region
- Salesperson
- Returns



KPIs

- Total Sales
- Total Profit
- Total Orders
- Quantity Sold
- Profit Margin
- Average Order Value
- Monthly Sales Growth
- Top 10 Customers
- Top Products
- Bottom Products
- Region-wise Sales
- Category-wise Sales
- State-wise Sales
- Return Analysis

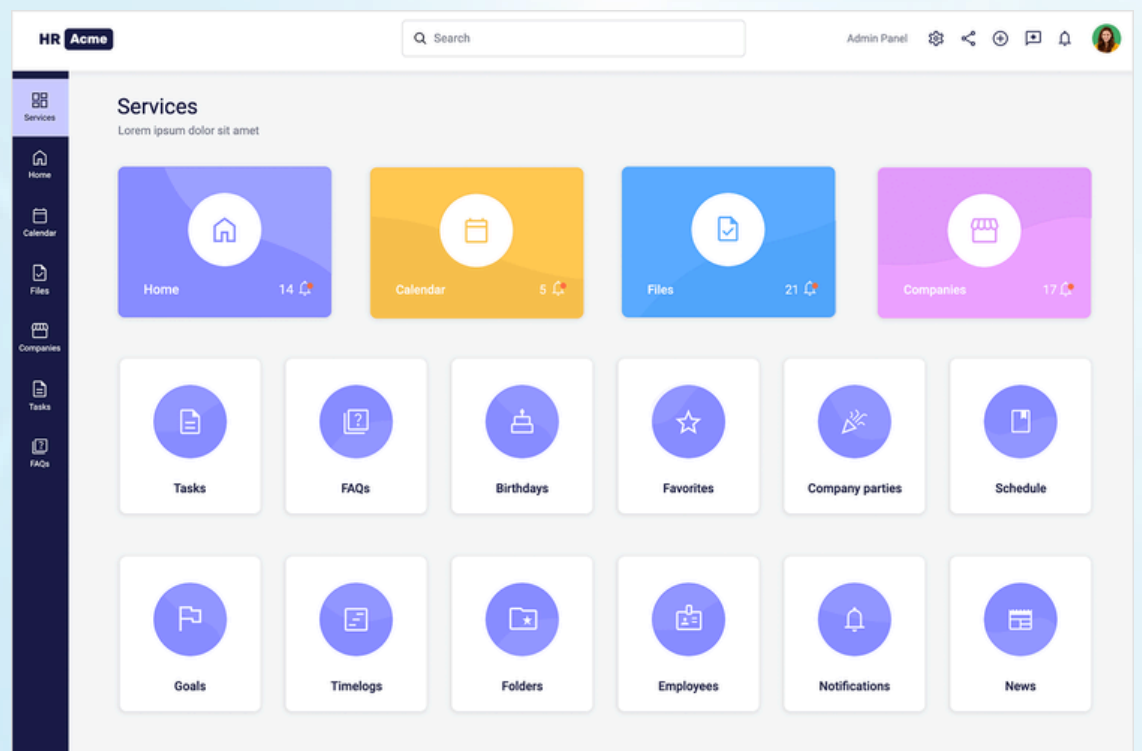


Dashboard Pages

- Executive Dashboard
- Sales Dashboard
- Customer Dashboard
- Product Dashboard
- Regional Dashboard
- Profit Analysis

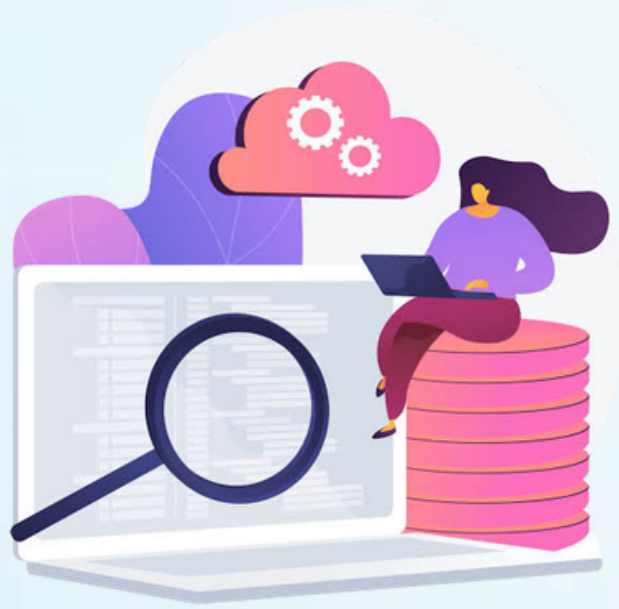
DAX Measures

- Total Sales
- Total Profit
- Profit %
- Sales Growth %
- Running Total
- Year-to-Date Sales
- Last Year Comparison



Practice Datasets

- Superstore Sales
- E-commerce Orders
- Netflix



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For More Information



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