

# Microsoft Power BI Online

## Course Details

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### Course Outline

#### 1. Introduction to Power BI Online

- What is Power BI Online
- Examining the Differences Between Power BI Desktop and Power BI Online
- Exploring the Power BI Online Interface
- Lab : Introduction to Power BI Online
- **Exploring the Power BI Online Interface**

#### 2. Importing Data

- Utilizing Excel (.xlsx or .xlsm), Comma Separated Value (.csv), and Power BI Desktop (.pbix) Files
- Connecting to Databases
- Examining Other Forms of Data
- Understanding Data Refresh
- **Lab : Importing Data**
  1. Importing Excel (.xlsx or .xlsm), Comma Separated Value (.csv), and Power BI Desktop (.pbix) Files

#### 3. Creating Reports

- Creating a New Power BI Report
- Adding Filters to a Power BI Report
- Adding KPI's to a Report
- **Lab : Creating Reports**
  1. Create a Report
  2. Adding Filters to a Report
  3. Adding KPI's to a Report

#### 4. Configuring Dashboards

- Creating a Power BI Dashboard
- Pinning Tiles
- **Lab : Configuring Dashboards**
  1. Create a Dashboard
  2. Pinning Tiles

#### 5. Sharing Reports and Dashboards

- Sharing Reports and Dashboards
- Exploring Power BI Mobile
- **Lab : Sharing Reports and Dashboards**