

Design and Manage Analytics Solutions Using Power BI

This course covers the various methods and best practices that are in line with business and technical requirements for modeling, visualizing, and analyzing data with Power BI. The course will show how to access and process data from a range of data sources including both relational and non-relational sources. Finally, this course will also discuss how to manage and deploy reports and dashboards for sharing and content distribution.

COURSE CODE

PL-300T00

DELIVERY

Virtual, On-site, or Hybrid

DURATION

3 days

CERTIFICATION TRACK

Microsoft Certified: Power BI Data Analyst Associate

AUDIENCE PROFILE

Who This Program Is For

The audience for this course is data professionals and business intelligence professionals who want to learn how to accurately perform data analysis using Power BI. This course is also targeted at those individuals who develop reports that visualize data from the data platform technologies that exist both in the cloud and on-premises.

PROGRAM SUMMARY

What This Course Covers

Official Microsoft Learn course aligned to Power BI data analyst responsibilities across data preparation, modeling, visualization, deployment, and governance.

Tailored Delivery Available

This outline can be adapted for virtual, on-site, or hybrid delivery, with emphasis adjusted for your team's platform priorities, role mix, and implementation goals.

COMPLETE MODULE SEQUENCE

REGISTERED OFFICE

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Module Flow and Topic Coverage

The structure below presents the current delivery flow for this program, including the associated topic areas covered under each module.

1 Get started with Microsoft data analytics

Explore the role of a data analyst and how Power BI tools transform data into impactful reports and dashboards that support trusted, data-driven decisions across the business.

- Discover data analysis
- Get started building with Power BI
- Introduction to end-to-end analytics using Microsoft Fabric
- Get started with Copilot in Power BI

2 Prepare data for analysis with Power BI

You'll learn how to use Power Query to extract data from different data sources, choose a storage mode, and connectivity type. You'll also learn to profile, clean, and load data into Power BI before you model your data.

- Get data in Power BI
- Clean, transform, and load data in Power BI
- Choose a Power BI model framework

3 Model data with Power BI

Data modeling configures and shapes your prepared data to design a semantic model with the necessary relationships and calculations using Data Analysis Expressions (DAX). This process ensures accurate analysis and sets you up to create clear, impactful Power BI reports.

- Configure a semantic model
- Write DAX formulas for semantic models
- Create DAX calculations in semantic models
- Modify DAX filter context in semantic models
- Use DAX time intelligence functions in semantic models
- Create visual calculations in Power BI Desktop
- Optimize a model for performance in Power BI

4 Design effective reports in Power BI

Learn to design and deliver Power BI reports using a user-centered process that emphasizes actionable insights, visual appeal, and production-ready development aligned with stakeholder needs.

- Scope report design requirements
- Design Power BI reports
- Enhance Power BI report designs for the user experience
- Perform analytics in Power BI

5 Manage and secure Power BI

Ensure content is accessible and distributed effectively in Power BI to foster collaboration and informed decision-making. Protect sensitive information with robust security, building trust across your organization.

- Manage workspaces in Power BI service
- Manage semantic models in Power BI
- Choose a content distribution method
- Create dashboards in Power BI
- Secure data access in Power BI