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### Power BI Introduction

- ⇒ Introduction to Power BI
- ⇒ A Brief History of Power BI
- ⇒ Power BI Vs Tableau
- ⇒ Power BI Characteristics (Names)
- ⇒ Self-Serviced Software, Cloud Based Software
- ⇒ Data Visualization Software, Reporting Software
- ⇒ Data Analytics Software, Business Intelligence (BI) Software
- ⇔ Cloud Based BI Vs On premise BI
- ⇒ Power BI Products
- ⇒ Power BI Desktop (Power Query, Power Pivot, Power View)
- ⇒ Flow of Work in Power BI Desktop
- ⇒ Power BI Service, Power BI Report Server, Power BI Mobile
- ⇒ Flow of Work in Power BI / Power BI Architecture

# PBI Desktop Installation Power BI Desktop & Power BI Service Overview

- ⇒ Power BI Desktop Software Installation
- ⇒ Download & Installation of Power BI Desktop Software
- What are the Prerequisites to Install Power BI Desktop Software?

# **Power BI Desktop User Interface**

- ⇒ Understanding Power BI Desktop User Interface
- ⇒ Fields Pane, Visualizations Pane, Filters Pane
- ⇒ Ribbon, Multiple Views (Report View, Data View & Model View)
- ⇒ Report Canvas, Pages Section

# **Power Query**

- ⇒ Introduction to Power Query & Power Query Editor User Interface
- ⇒ Overview of Power Query / Query Editor
- ⇒ How to Open Power Query / Query Editor
- ⇒ Extracting the Data from Data Sources
- ⇒ Transforming the Data using GUI Options
- ⇒ Query Editor UI (Queries Pane, Data Pane / Results Pane, Power Query Ribbon)
- Query Settings, Pane Applied Steps, Formula Bar



- ⇒ Advanced Editor, Query Dependencies
- Understanding Power Query Conceptually
- ⇒ Data Processing, Data types and Filters in Power Query
- ⇒ How Data Processed in Power Query
- ⇒ Data types, Changing the Data type of a Column, Detect Data Type
- ⇒ Filters in Power Query and their Purpose
- Types of Filters in Power Query (Basic Filtering, Advanced Filtering)
- ⇒ Auto Filter / Basic Filtering
- ⇒ Filter a Column using Advanced Text Filters, Number Filters, Date Filters
- ⇒ Filter Multiple Columns

### Inbuilt Column Transformations

- ⇒ Remove Columns / Remove Other Columns, Choose Columns, Go to Column
- ⇒ Name or Rename a Column
- ⇒ Reorder Columns or Sort Columns (Move Left, Right, To Beginning, To End)
- □ Column from Examples (From All Columns, From Selection)
- ⇒ Add Column / Custom Column
- Duplicate Column, Split Column, Merge Columns
- ⇒ PIVOT, UNPIVOT Columns, Transpose Columns
- ⇒ Replace Values, Remove Empty

### In built Row Transformations

- ⇒ Header Row or Use First Row as Headers, Use Headers as First Row
- ⇒ Keep Top Rows, Keep Bottom Rows, Keep Range of Rows
- Keep Duplicates, Keep Errors
- ⇒ Remove Top Rows, Remove Bottom Rows, Remove Alternative Rows
- ⇒ Remove Duplicates, Remove Blank Rows, Remove Errors
- ⇒ Group Rows / Group By
- ⇒ Merge Queries / Join Tables
- → Merge Queries, Merge Queries as New
- ⇒ Need of Merge Queries, Minimum requirements to Perform Merge Queries



# Types of Joins / Join Kinds / Merge Type

- ⇒ Left Outer (all from first, matching from second)
- ⇒ Right Outer (all from second, matching from first)
- ⇒ Full Outer (all rows from both)
- ⇒ Inner (only matching rows)
- □ Left Anti (rows only in first), Right Anti (rows only in second)
- ⇒ Cartesian Join or Cross Join, Self-Join
- Merging the Tables using Multiple Join Conditions
- ⇒ How to Merge 3 Tables
- ⇒ Use Fuzzy Matching Option

# | Append Queries / Union ALL Tables

- Append Queries, Append Queries as New
- ⇒ Append Two Tables, Append Three or More Tables
- ⇒ Folder as Source
- Appending Multiple Files of same type from a folder using Single Query
- ⇒ Appending Multiple Excel Files and Multiple Sheets using Single Query
- ⇒ Union All, how to get Union Result

# **Query Options**

- Copy Query, Paste Query, Delete Query, Rename Query
- ⇒ Enable Load, Include in report Refresh
- ⇒ Duplicate Query, Reference Query
- ⇒ Move to Group, Move Up, Move Down
- ⇒ Advanced Editor, Properties

# | Home Tab Options

- ⇒ Close & Apply, Apply, Close
- ⇒ New Source, Recent Sources, Enter Data, Data Source Settings
- ⇒ Manage Parameters (Manage Parameters, Edit Parameters, New Parameter)
- ⇒ Suggested Values (Any Value, List of Values, Query), Convert to List
- Query Parameters and Power BI Templates
- Refresh Preview, Refresh All, Cancel Refresh
- ⇒ Sorting Data



# Transform Tab Options

- Reverse Rows, Count Rows, Replace Values, Replace Errors, Fill Down, Fill Up
- ⇒ Text Column, Number Column, Date & Time Column Options
- ⇒ Structured Column (Expand, Aggregate, Extract Values)
- ⇒ Run R Script, Run Python Script
- ⇒ Add Column Tab Options
- □ Create Custom Function, Invoke Custom Function
- Conditional Column, Index Column, Duplicate Column
- ⇒ From Text, From Number, From Date & Time Column Options

### View Tab, Tools Tab & Help Tab Options

# **Power Pivot**

### Power Pivot Software Overview

- Understanding about Power Pivot A In Memory Columnar Database
- Advantage of In Memory Columnar Database
- ⇒ Power Pivot Xvelocity In-memory Analytics Engine (Previously called Vertipaq)
- ⇒ Overview of Data Modeling Model View (Previously Relationship View)
- ⇒ Enhancing the Data Model DAX (Data Analysis eXpressions) Language Data View
- ⇒ Power BI Data Modeling Model View (Previously Relationship View)
- ⇒ Data Modeling Introduction
- ⇒ Relationships, Need of Relationship Between Tables
- Dimension Column, Fact Column, Dimension Table, Fact Table

# Data Connectivity Modes in Power BI

⇒ Import, Direct Query & Connect Live / Live

# | Schemas in Power BI

- ⇒ Star Schema, Snowflake Schema
- ⇒ Galaxy Schema or Hybrid Schema or Fact Constellation Schema
- ⇒ Relationship Types / Cardinality in General
- ⇒ One-to-One, One-to-Many (or Many-to-One), Many-to-Many
- AutoDetect the relationship, Create a new relationship
- ⇒ Edit existing relationships, Delete a relationship
- Make Relationship Active or Inactive
- Cross filter direction (Single, Both), Apply Security Filter in Both Directions



- Assume Referential Integrity
- ⇒ Enhancing the Data Model DAX
- ⇒ What is DAX (Data Analysis eXpressions) Language Functional Language
- ⇒ New Column, New Measure / Quick Measure, New Table
- ⇒ DAX Table and Column Name Syntax
- Creating New Column, Creating New Measure
- ⇒ Difference Between New Columns & New Measures

# **DAX Operators, Types of Operators**

- ⇒ Arithmetic Operators, Comparison Operators
- ⇒ Text Concatenation Operator, Logical Operators

# DAX Functions - Categories

- ⇒ Text Functions
- ⇒ Logical Functions
- ⇒ Date and Time Functions
- ⇒ Filter Functions
- ⇒ Math & Statistical Functions
- ⇒ Time Intelligence Functions

### **DAX Text Functions**

- ⇒ LEN, CONCATENATE (&)
- ⇒ LEFT, RIGHT, MID
- ⇒ UPPER, LOWER
- ⇒ TRIM, SUBSTITUTE, REPLACE, BLANK
- ⇒ DAX Logical Functions
- ⇒ IF, Nested IF
- ⇒ TRUE, FALSE, NOT, OR, IN, AND
- ⇒ IFERROR
- ⇒ SWITCH

# **DAX Date & Time Functions**

- ⇒ YEAR, QUARTER, MONTH, DAY
- ⇒ WEEKDAY, WEEKNUM
- ⇒ FORMAT (Text Function)Month Name, Weekday Name
- ⇒ DATE, TODAY, NOW
- ⇒ HOUR, MINUTE, SECOND, TIME



- ⇒ DATEDIFF, YEARFRAC, CALENDAR, CALENDARAUTO
- ⇒ EDATE, EOMONTH, DATEVALUE
- ⇒ Week Number of Month, Fiscal Year, Fiscal Quarter
- ⇒ YEAR, QUARTER, MONTH, DAY
- ⇒ WEEKDAY, WEEKNUM
- ⇒ FORMAT (Text Function)Month Name, Weekday Name
- ⇒ DATE, TODAY, NOW
- ⇒ HOUR, MINUTE, SECOND, TIME
- ⇒ DATEDIFF, YEARFRAC, CALENDAR, CALENDARAUTO
- ⇒ EDATE, EOMONTH, DATEVALUE
- Week Number of Month, Fiscal Year, Fiscal Quarter

### **DAX Filter Functions**

- ⇒ Calculate, Calculatetable
- ⇒ Allselected, Allexcept
- ⇒ Related, Relatedtable
- Lookupvalue (information Function)
- ⇒ Userelationship
- ⇒ Filter, Distinct(column), Distinct(table), Values, Selectedvalue

### **DAX Math and Statistical Functions**

- ⇒ Int, Round, Roundup, Rounddown
- ⇒ Int, Divide, Even, Odd, Power, Sign, Sqrt, Fact
- ⇒ Int,Sum, Sumx, Min, Minx, Max, Maxx, Count, Countx
- ⇒ Int,Average, Averagex
- ⇒ Int,Countrows, Countblank
- ⇒ Int,Rankx, Summarize

# DAX Time Intelligence Functions

- ⇒ Time Intelligence Introduction
- Date Dimension Table, Mark As Date Table
- → Totalmtd, Totalqtd, Totalytd
- Previousday, Previousmonth, Previousquarter, Previousyear
- Nextday, Nextmonth, Nextquarter, Nextyear
- ⇒ Sameperiodlastyear
- ⇒ Yoy Growth, Qoq Growth, Mom Growth
- ⇒ Firstdate, Lastdate



- ⇒ Quick Measures
- Creating Measures Without Writing The Dax Formula Using Quick Measures
- ⇒ Sales Yoy Growth %, Sales Ytd, Sales Mtd

### **Power View**

- ⇒ Report View User Interface / Power BI Desktop User Interface
- ⇒ Fields Pane, Visualizations pane, Filters Pane
- ⇒ Ribbon, Multiple Views, Report Canvas, Pages Section
- ⇒ Fields, Filed Wells, Formatting, Analytics
- ⇒ Visuals Interactions
- ⇒ Interaction Type (Highlight, Filter, None)
- ⇒ Visual Interactions Default Behavior
- Changing the Default Interaction Behavior, Edit Interactions

### Filters in Power View

- ⇒ Filters, Filter Types in Power View
- ⇒ Filters on this Visual, Filters on this Page, Filters on All Pages
- ⇒ Drill Through Filters, Cross Report Drill Through, Keep All Filters
- ⇒ Filter Sub Types Basic Filtering, Advanced Filtering, Top N, Relative Date Filtering
- ⇒ Numeric field filters, Text field filters, Date and Time field Filters

# Hierarchies and Drill-Down Reports

- ⇒ Hierarchy Introduction, Default Date Hierarchy
- Creating Hierarchy, Creating Custom Date Hierarchy, Change Hierarchy Levels
- ⇒ Drill Actions Drill Down, Drill Up, Show Next Level, Expand Next Level
- ⇒ Apply Drill Down filters to Selected Visual

# **Power BI Visualizations**

- ⇒ Visualizing Data, Why Visualizations
- ⇒ Visualization types, Build Visuals/ Field Wells
- ⇒ Visuals for Filtering, Visualizing Categorical Data, Visualizing Trend Data
- ⇒ Visualizing KPI Data, Visualizing Tabular Data, Visualizing Geographical Data
- □ Leveraging Power BI Custom Visuals
- ⇒ Visuals for Filtering
- ⇒ Slicer Visualization, when to use a Slicer
- Create and format Slicer Visualization
- ⇒ Hierarchy Slicer (Custom Visualization)



- ⇒ When to use a Hierarchy Slicer, Create and format Hierarchy Slicer
- ⇒ Advantages of Hierarchy Slicer
- ⇒ Play Axis (Dynamic Slicer) Custom Visualization
- ⇒ When to use a Play Axis Visual, Create and format Play Axis Visual

# Visualizing Categorical Data

- ⇒ Purpose of Pie and Donut Charts, Create and Format Pie and Donut Charts
- ⇒ Purpose of Tree map Visual, Create and Format the Tree Map Visual
- ⇒ Purpose of Bar & Column Charts
- ⇒ Create and Format Stacked Bar Chart, Stacked Column Chart
- ⇒ Create and Format Clustered Bar Chart, Clustered Column Chart
- ⇒ Create and Format 100% Stacked Bar Chart, 100% Stacked Column Chart
- ⇒ Purpose of Scatter Chart, Create and Format Scatter Chart

# Visualizing Trend Data

- ⇒ Purpose of Line and Area Charts
- □ Create and Format Line Chart, Area Chart, Stacked Area Chart
- ⇒ Combo Charts
- ⇒ Create and Format Line and Stacked Column Chart, Line and Clustered Column Chart
- Create and Format Ribbon Chart, Waterfall Chart

# | Visualizing KPI Data

- ⇒ Create and Format Gauge Visual, KPI Visual
- ⇒ Create and Format Card Visualization, Multi Row Card
- Create and Format Funnel Chart
- ⇒ Visualizing Tabular Data
- Create and Format Table Visual, Matrix Visualization
- ⇒ Visualizing Geographical Data
- ⇒ Create and Format Map Visual, Filled Map Visual

# Tooltip Page

- ⇒ Create a Report Tooltip Page, Configure your Tooltip Report Page
- ⇒ Manually setting a Report Tooltip



### **Bookmarks, Selection Pane & Buttons**

- Changing the chart type dynamically
- ⇔ Changing the Axis of Chart Dynamically

# **Power BI Service**

- ⇒ Power BI Service Introduction
- ⇒ Power BI Service Introduction, Power BI Cloud Architecture
- ⇔ Cloud Vs. On Premise
- Creating Power BI Service Account, SIGN IN to Power BI Service Account
- ⇒ Power BI Pro & Power BI Premium

# My Workspace & Project Workspace

- Adding Dataset to Power BI Service and Creating Multiple New Reports
- ⇒ Publishing Reports to the Power BI service, Import / Getting the Report to PBI Service
- ⇒ Power BI Datasets Live Connection using Desktop to Create New Report
- ⇒ Creating New Reports in Cloud using Published Datasets
- ⇒ Shared and Certified Datasets, Sharing Dataset across Multiple Projects

# Dashboards Development

- ⇒ Dashboard, Creating Dashboards using Multiple Reports
- ⇒ Pin Visuals and Pin LIVE Report Pages to Dashboard
- Advantages of Dashboards
- ⇒ Interacting with Dashboards
- ⇒ Adding Tiles to Dashboards
- ⇒ Web Content, Image, Text Box, Video

# Installing & Configuring the Data Gateways

- ⇒ Introduction to Data Gateways, How Data Gateways work
- ⇒ Connect to an on-premise Data Source by using a Data Gateway
- ⇒ Download Data Gateway, Installing a Data Gateway
- ⇒ Types of Gateways Enterprise & Personal Gateway
- ⇒ Difference Between Enterprise & Personal Gateway
- ⇒ Manage Data Gateway
- ⇒ Sharing the Gateway, Add and Remove Administrators
- ⇒ Add Data Source, Add or Remove Users to a Data Source
- ⇒ Refresh On Premise Data



- Configuring Automatic Refresh using Schedules
- ⇒ Full Refresh / Truncate & Load, Incremental Refresh the Data in Dataset

# Understanding Sub folder in Workspace

- Datasets + Dataflows Dataflows, Datasets
- ⇒ All Dataflows, Datasets, Workbooks, Reports & Dashboards

### **Dataflows**

- Dataflows, Purpose of Dataflows
- Creating and Working with Dataflows
- ⇒ Using Dataflows to Create a Dataset in Power BI Desktop
- Power BI Architecture with Dataflows

### **Dashboard Actions**

- ⇒ Share, Mark as Favorite, Delete, Settings, View usage Metrics Report, View Lineage
- ⇒ Team Collaboration in Power BI using Workspaces

# Introduction to Workspaces

- Classic Workspaces, Upgraded Workspaces
- ⇒ Create a Workspace, Add Members to Workspace to Collaborate
- ⇒ Workspace Access Admin, Member, Contributor, Viewer Roles
- ⇒ Sharing Power BI Content using Basic Sharing, Content Packs and Apps
- ⇒ Sharing Reports & Dashboards using Direct Sharing / Basic Sharing

# Introduction to App

- ⇒ Publish an App, Update a Published App
- ⇒ Manage Content in App, Include in App, Exclude in App
- ⇒ Sharing App
- ⇒ Entire Organization, Specific individuals or group
- ⇒ Un publishing an App



# Row Level Security in Power BI

- ⇒ Introduction to Row Level Security
- ⇒ Row Level Security (RLS) with DAX
- Adding Members to Roles in Power BI Service
- ⇒ Dynamic Row Level Security
- Creating Users Table Adding to the Model
- ⇒ Capturing users using Username () or UserPrincipalName () DAX Functions

### ADD ON

- ⇒ Real-time Project Explanation
- Resume Preparation, Power BI Developer Roles & Responsibilities
- ⇒ Interview Questions & Answers
- ⇒ Mock Interviews
- ⇒ SQL & Adv Excel Classes

# **SQL COURSE**

# SQL Server Complete Introduction

- ⇒ What is the Definition of Data?
- □ Types of Data
- ⇒ What is DBMS
- ⇒ What is RDBMS
- ⇒ What are Tables
- ⇒ Difference B/W DBMS and RDBMS
- ⇒ What is Database

# Complete Introduction to SQL SERVER

- ⇒ What is SQL
- ⇒ What is MS SQL SERVER?
- ⇒ What is query



### **SQL Server Software Installation**

- Download and Installation of SQL SERVER Software
- Download and Installation of SSMS Software
- Prerequisites to Install SQL SERVER Software

### SSMS Window

- ⇒ What is an SSMS Window
- ⇒ What is Server Name
- ⇒ What is Authentication
- Types of Authentications
- ⇒ User Name
- ⇒ Password

# Data Types

- ⇒ What are Data Types
- ⇒ Different Types of Data Types

# | Sub-Languages in SQL Server

- ⇒ DDL(Data Definition Language)
- ⇒ DML(Data Manipulation Language)
- ⇒ DRL(Data Retrieval Language)
- ⇒ TCL(Transaction Control Language)
- ⇒ DCL(Data Control Language)

# **Arithmetic Operators**

- ⇒ Subtraction
- ⇒ Multiplication
- ⇒ Division
- ⇒ Modulos

# | Comparison Operators

- ⇒ EQUAL TO (=)
- ⇒ NOT EQUAL TO (<>,!=)
- ⇒ GREATER THAN (>)
- ⇒ LESS THAN (<)
- ⇒ GREATER THAN OR EQUAL TO (>=)
- ⇒ LESS THAN OR EQUAL TO (<=)

# **Logical Operators**

- ⇒ AND
- ⇒ OR
- ⇒ NOT

# **Set Operators**

- ⇒ UNION
- ⇒ UNION ALL
- ⇒ INTERSECT
- ⇒ EXCEPT

# | Special Operators

- ⇒ IN
- ⇒ BETWEEN-AND
- LIKE
- ⇒ IS NULL

#### **Functions**

⇒ What is Function

### | Single-Row Functions

- ⇒ What are Single- Row Functions
- ⇒ Number Functions
- ⇒ Character Functions
- ⇒ Date Functions





# | Column/Group/Aggregate

- ⇒ What Are Aggregated Functions
- ⇒ Sum ()
- ⇒ Max ()
- ⇒ Min ()
- ⇒ Count ()

# Special Clauses

- ⇒ Group BY
- ⇒ Having
- ⇒ Order BY
- ⇒ Distinct
- ⇒ Rollup
- ⇒ Cube

# Ranking Functions

- ⇒ Purpose of Ranking
- ⇒ Row-Number ()
- ⇒ Rank()
- ⇒ Dense-Rank ()

## **Constraints**

### **Domain**

- ⇒ Check
- ⇒ Not null
- ⇒ Default

# **Entity**

- ⇒ Primary Key
- ⇒ Unique

# Referential

- ⇒ Foreign Key
- ⇒ Self-Referential Key

### Joins

- ⇒ Purpose of Joins
- ⇒ Types of Joins
   ⇒ Types of Types
   ⇒ Types of Types
   ⇒ Types
- ⇒ Inner Join

### **Outer Joins**

- ⇒ Left- Outer Join
- ⇒ Right- Outer Join
- ⇒ Full- Outer Join
- ⇒ Self-Join

### Views

- ⇒ What is View
- ⇒ Advantages of View
- ⇒ Simple View
- ⇒ Row-Level Security using Views
- ⇒ Column Level Security using Views

### **Sub Queries**

- What are Sub Queries
- ⇒ Purpose of Sub Queries
- ⇒ Types of Sub Queries
- ⇒ Correlated Sub Queries
- ⇒ Single Row Sub Query
- ⇒ Multi Row Sub Query

**Non-Correlated Sub Queries** 



### **Advanced Excel Course Content**

### Introduction to MS Excel

# | Excel Keyboard Shortcuts

### **Number Functions**

- ⇒ Sum()
- ⇒ Average()
- ⇒ Max()
- ⇒ Min()
- ⇒ Count()
- ⇒ Counta()
- ⇒ Absolute ( )

# **Logical Functions**

- ⇒ IF() & Nested IF()
- ⇒ Sumlf()
- ⇒ Sumlfs()
- ⇒ Countlf()
- ⇔ Countlfs ( )
- ⇒ Averagelf()
- ⇒ Averagelfs ( )

# **Text Functions**

- ⇒ Upper()
- ⇒ Lower()
- ⇒ Proper()
- ⇒ Left()
- ⇒ Right()
- ⇒ Concatenate ( )

# **Time and Date Functions**

- ⇒ Today()
- ⇒ Now()
- ⇒ Date()
- ⇒ DateAdd()
- ⇒ Day()
- ⇒ Month()

- ⇒ Year()
- ⇒ Month()
- ⇒ Weekday()
- ⇒ Format()

# | Pivot Tables (PT)

- ⇒ Creating Simple Pivot Tables
- ⇒ Classic Pivot table
- Basic and Advanced Value Field Setting
- ⇒ Calculated Field & Calculated Items
- Grouping based on numbers and Dates

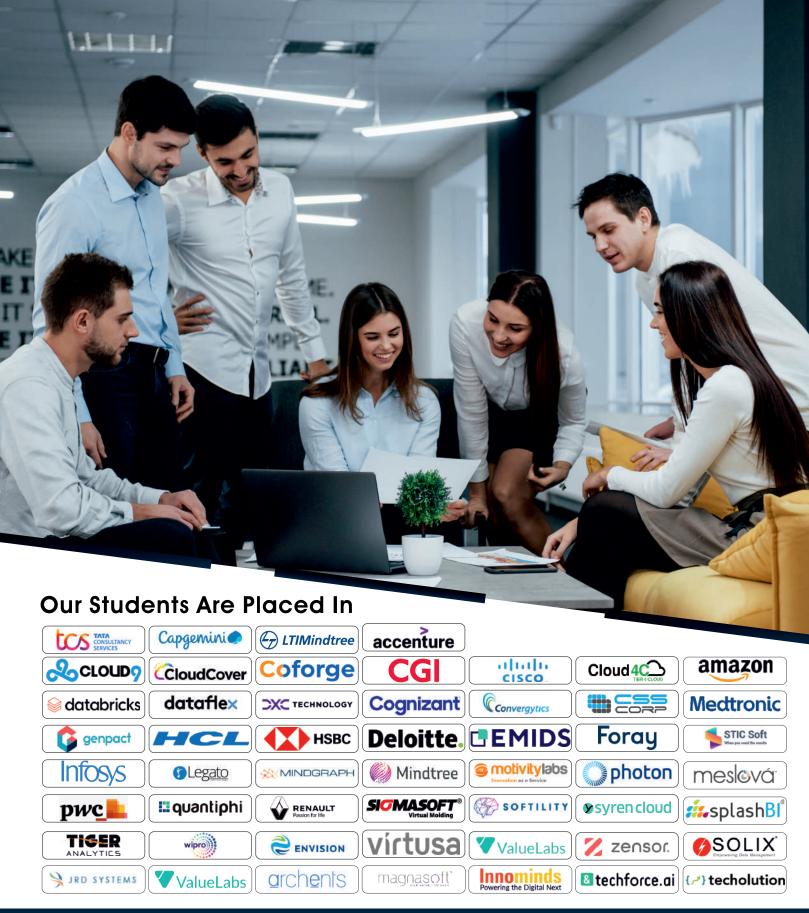
### Slicers and Charts

- ⇒ Using SLICERS, Filter data with Slicers
- ⇒ Various Charts
  - a. Column & Bar Charts
  - b. Pie & Donut Charts
  - c. Line Charts

# Vlookup & Hlookup

- ⇒ Vertical Lookup (Vlookup)
- ⇒ Horizontal Lookup (Hlookup)

# | Excel Real Time examples



**Quality**Thought

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