

PL-300T00: MICROSOFT POWER BI DATA ANALYST

"Transform Data into Meaningful Insights Using Microsoft Power BI"

Schedule

| Date | Venue | Fees (Online) |
|------------------|--------|------------------------|
| 07 - 09 Jul 2026 | Online | USD 1,000 per delegate |

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Data-driven decision-making is critical for modern organizations, and Microsoft Power BI is one of the most powerful tools for data analysis and visualization. Power BI enables professionals to connect to multiple data sources, transform raw data into meaningful insights, and share interactive reports and dashboards across the organization.

This intensive 3-day Microsoft Official Curriculum (MOC) course equips participants with the skills required to prepare, model, visualize, analyze, and deploy data using Power BI. The program follows Microsoft best practices and focuses on hands-on learning to build professional-quality reports and dashboards that support informed business decisions.

Objectives

By the end of this course, participants will be able to:

- Understand the Power BI ecosystem and architecture
- Connect to and transform data from multiple sources
- Design effective data models and relationships
- Create interactive reports and dashboards
- Apply DAX for calculations and analysis
- Implement data security and sharing best practices
- Publish and manage Power BI content

Why Attend

- Gain practical, hands-on Power BI data analysis skills
- Learn to transform complex data into actionable insights
- Improve reporting accuracy and business intelligence capabilities
- Enhance data storytelling and visualization techniques
- Prepare for advanced Power BI roles and certifications
- Support organizational data-driven decision-making

Target Audience

This program is designed for:

- Data analysts and business analysts
- BI and reporting professionals
- Finance, operations, and performance analysts
- IT professionals working with data and reporting
- Professionals preparing for Power BI certification

Individual Benefits

Key competencies that will be developed include:

- Proficiency in Power BI Desktop and Service
- Strong data modeling and visualization skills
- Ability to analyze trends and business performance
- Improved analytical thinking and problem-solving skills
- Confidence in presenting insights to stakeholders

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved quality and consistency of reports and dashboards
- Faster access to reliable business insights
- Enhanced collaboration and data sharing
- Better governance and control of BI solutions
- Increased value from organizational data assets

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – Power BI concepts, architecture, and best practices
- Demonstrations – Instructor-led data modeling and visualization
- Hands-On Labs – Practical exercises using Power BI Desktop
- Peer Exchange – Discussion of real-world data analysis scenarios
- Tools – Power BI Desktop, Power BI Service, and DAX

Course Outline

Detailed 3-Day Course Outline

Training Hours: 7:30 AM – 3:30 PM Daily Format: 3–4 Learning Modules Coffee Breaks: 09:30 & 11:15 Lunch Break: 01:00 – 02:00

Day 1: Data Preparation & Modeling

Module 1: Introduction to Power BI (07:30 – 09:30)

- Overview of Power BI Desktop, Service, and Mobile
- Power BI data analyst role and responsibilities
- Connecting to data sources

Module 2: Data Transformation with Power Query (09:45 – 11:15)

- Cleaning and transforming data
- Shaping and combining datasets
- Best practices for data preparation

Module 3: Data Modeling Fundamentals (11:30 – 01:00)

- Relationships and cardinality
- Star schema and data model optimization

Day 2: Visualization & Data Analysis

Module 1: Creating Reports & Visualizations (07:30 – 09:30)

- Designing effective visuals
- Report layout and user experience

Module 2: Data Analysis Using DAX (09:45 – 11:15)

- DAX fundamentals and calculations
- Measures, calculated columns, and time intelligence

Module 3: Advanced Visuals & Interactive Features (11:30 – 01:00)

- Filters, slicers, drill-through, and bookmarks
- Enhancing report interactivity

Day 3: Power BI Service, Security & Deployment

Module 1: Publishing & Managing Power BI Content (07:30 – 09:30)

- Publishing reports to Power BI Service
- Workspaces and content management

Module 2: Security, Sharing & Governance (09:45 – 11:15)

- Row-level security (RLS)
- Sharing dashboards and reports securely

Module 3: Performance Optimization & Best Practices (11:30 – 01:00)

- Performance tuning techniques
- Power BI deployment best practices

Certification

Participants will receive a Certificate of Completion for PL-300T00: Microsoft Power BI Data Analyst (Microsoft Official Curriculum), validating their skills in data preparation, modeling, visualization, analysis, and deployment using Microsoft Power BI.

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