Demonstration on Visualizing Data with Power BI Desktop

In this demonstration, you will see how to:

•Add visualizations to a Power BI report.
•Apply basic formatting to the visualizations.

Demonstration Steps

1. In Power BI Desktop, in the Fields pane, under DimCustomer, select Gender, and MaritalStatus.

2. Under FactInternetSales, select SalesAmount.

3. In the Visualizations pane, click Clustered column chart.

4. Click Format, and then expand Title.

5. Change the Title Text to Sales by Gender and Marital Status.

6. Change Alignment to Center.

7. In the Fields pane, expand DimProduct, and drag the Color field onto the report canvas to create a new table.

8. Under FactInternetSales, drag the OrderQuantity field onto the new table.

9. In the Visualizations pane, click Donut chart.

10. Click Format, and then expand Title.

11. Change the Title Text to Orders by Color.

12. Change Alignment to Center.

13. In the Fields pane, under FactInternetSales, drag the SalesAmount field onto the report canvas to create a new column chart.

14. In the Visualizations pane, click Fields.

15. In the Fields pane, expand DimDate, and drag the EnglishMonthName to the Axis property.

16. Grab the resizer on the column chart to widen the chart so that the month names display clearly.

17. In the Visualizations pane, click Format, and then expand Title.

18. Change the Title Text to Sales by Month.

19. Change Alignment to Center.

20. Click Save.

21. Leave Power BI Desktop open for the next demonstration.