

Scheduled Refresh

Last updated by | Mazen Ahmed | May 28, 2020 at 4:12 PM GMT+3

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Introduction

To refresh data in your Power BI report, a scheduled refresh plan must be created. This is done within the Manage area of a Power BI report.

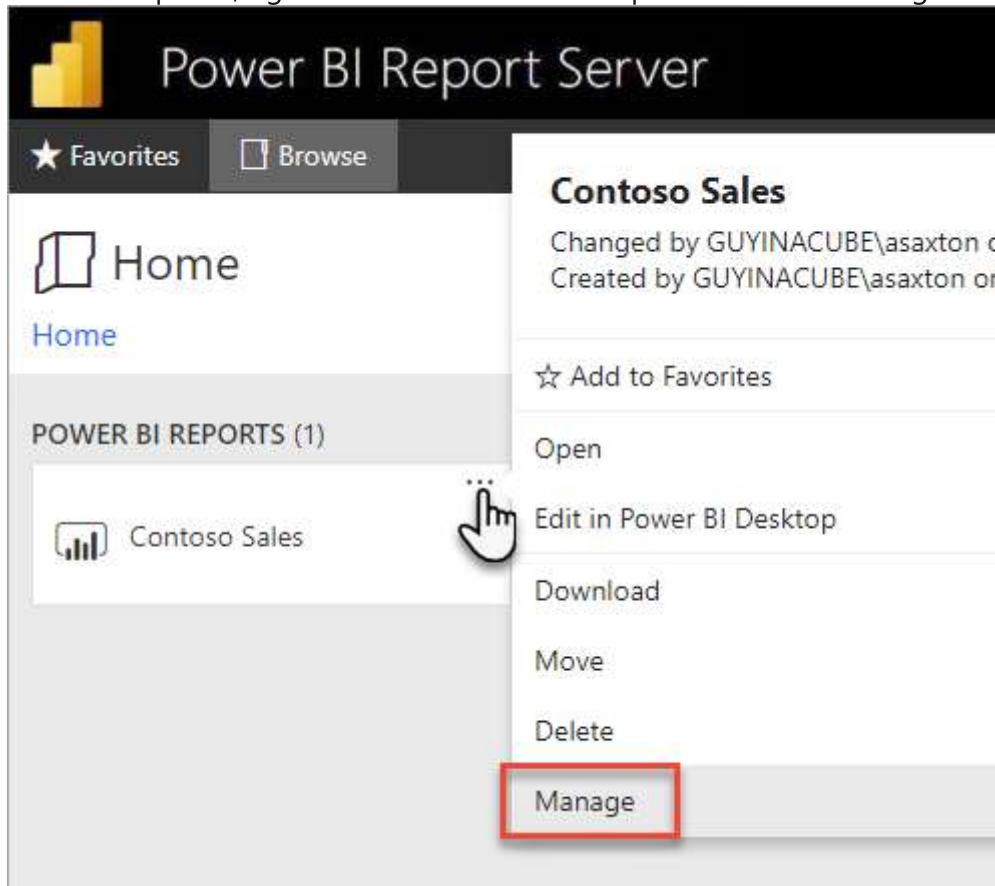
Note:

Data source configuration should be completed before we configure scheduled refresh.

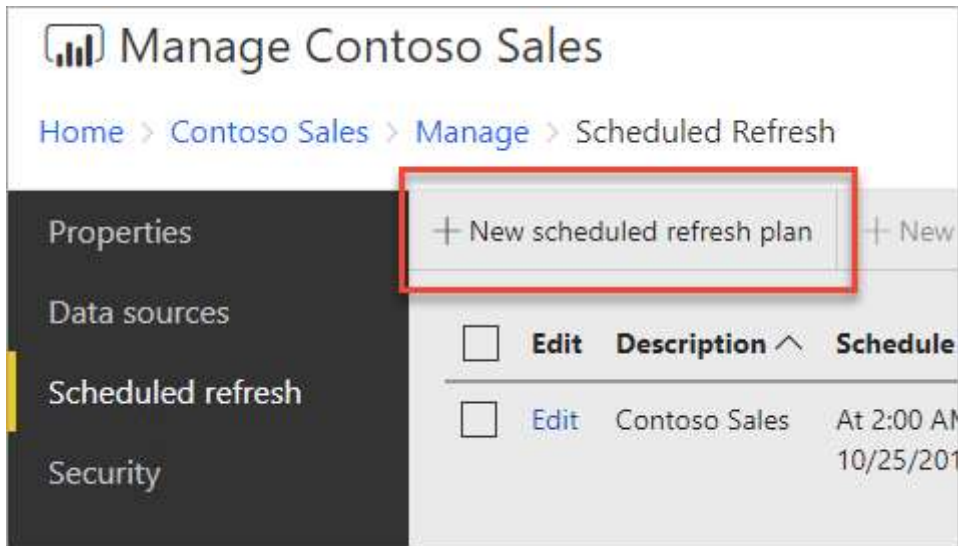
Creating a Schedule Refresh Plan

Follow these steps to create a scheduled refresh plan.

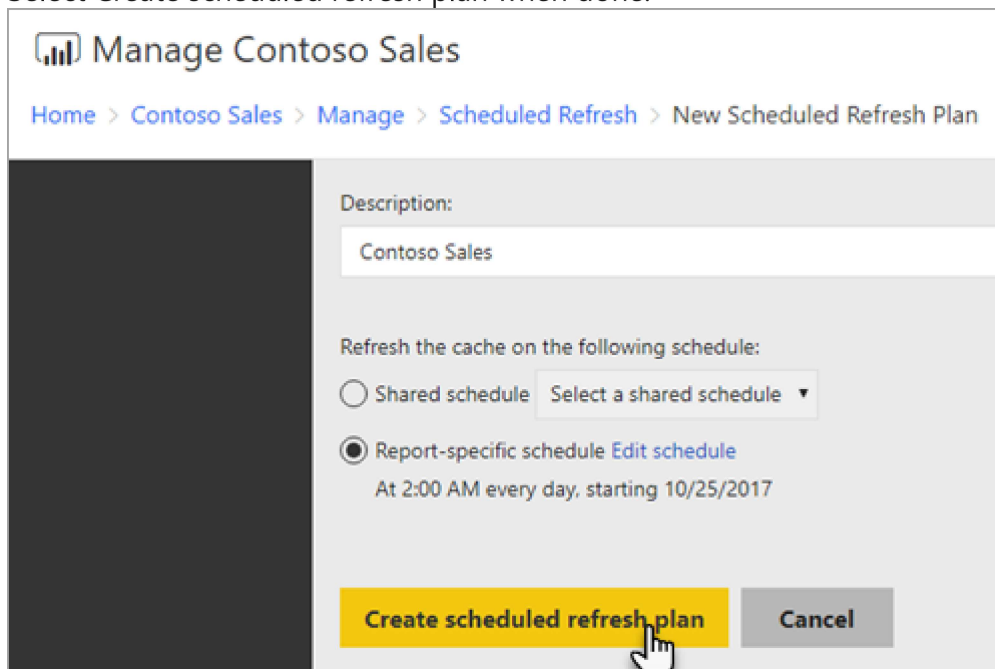
1. In the web portal, right-click on the Power BI report and select Manage.



2. In the left menu, select the Scheduled refresh tab.
3. On the Scheduled refresh page, select New scheduled refresh plan.



4. On the New Scheduled Refresh Plan page, enter a description and set a schedule for when you want your data model to be refreshed.
5. Select Create scheduled refresh plan when done.

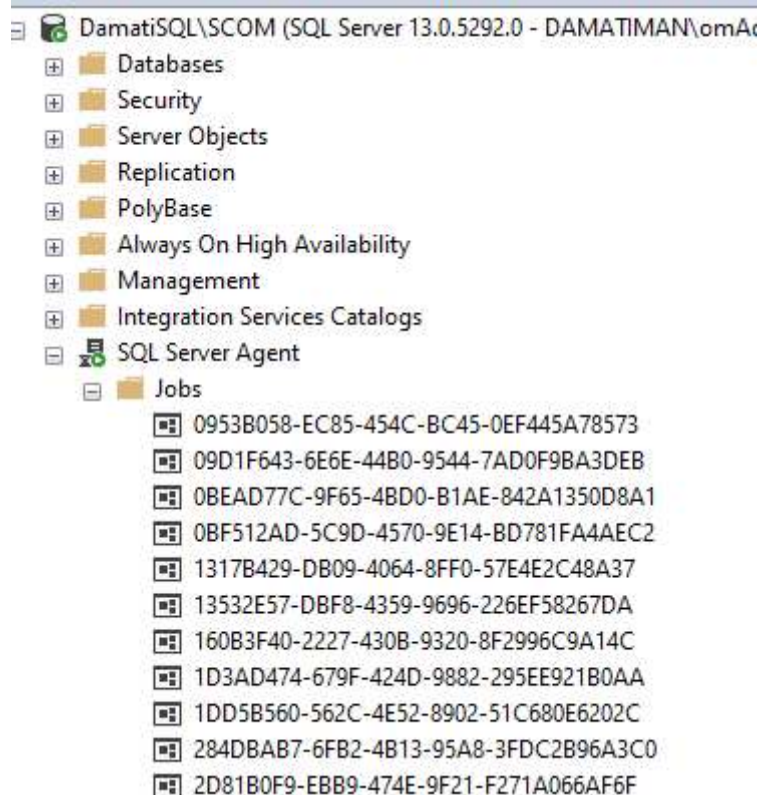


Reference: <https://docs.microsoft.com/en-us/power-bi/report-server/configure-scheduled-refresh> 

Troubleshooting

In case you faced an issue such as Scheduled Refresh not working. please check below

- SQL Agent Job service status
- SQL Agent Jobs from SQL Server hosting Report Database



Right click on any job and select **Start Job at Step** to run the job manually or **View History** to read historical information on Job status

