

Topic: Introduction to Power BI

Prerequisites: Download Sales_Data.csv file

What is Power BI, and what are its three main components?

Power BI is a business intelligence and data visualization tool by Microsoft. It allows users to connect to data sources, analyze data, and create interactive reports. Its three main components are: 1. Power BI Desktop – Used for creating reports and data modeling. 2. Power BI Service (Cloud) – Online service to publish, share, and collaborate. 3. Power BI Mobile – Mobile app to access reports on the go.

Name two business use cases for Power BI dashboards.

1. Sales Performance Tracking – Monitoring sales trends, top products, and revenue by region. 2. Financial Reporting – Analyzing profit margins, expenses, and cash flow for decision-making.

How do you download and install Power BI Desktop?

Go to the official Microsoft Power BI website or Microsoft Store, download Power BI Desktop, and follow the installation wizard to set it up.

What is the difference between Power BI Desktop and Power BI Service?

Power BI Desktop is a Windows application for building reports, while Power BI Service is an online platform for publishing, sharing, and collaborating on those reports.

What file extension does a Power BI project use?

A Power BI project is saved with the .pbix file extension.

Explain the role of Power Query in Power BI.

Power Query is a data connection and transformation tool within Power BI. It is used to clean, shape, and prepare raw data before analysis and visualization.

Why would a business prefer Power BI over Excel for reporting?

Power BI offers interactive dashboards, real-time updates, better scalability, and stronger data visualization capabilities compared to static Excel reports.

Describe one limitation of the free version of Power BI.

The free version does not allow sharing reports with others in the cloud; collaboration requires a Pro license.

What is a 'published report' in Power BI Service?

A published report is a report created in Power BI Desktop and uploaded to the Power BI Service for sharing and collaboration.

How does Power BI Mobile enhance accessibility?

Power BI Mobile allows users to access dashboards and reports anytime, anywhere from their mobile devices, improving decision-making on the go.