**🎯 Objective**

To equip learners with hands-on skills to build dashboards, visualize data, create reports, and perform data analysis using Microsoft Power BI.

**🗓️ Training Duration**

* **Total Duration**: 5-10 hours
* **Mode**: Online / In-person / Self-paced
* **Tools Required**: Power BI Desktop, Excel, sample data files

**📚 Module Breakdown**

**🧩 Module 1: Introduction to Power BI**

* What is Power BI?
* Components: Power BI Desktop, Service, Mobile App
* Architecture and Workflow
* Installation and setup of Power BI Desktop

**📁 Module 2: Getting Data**

* Connecting to various data sources: Excel, CSV, SQL Server, Web, SharePoint
* Understanding data models
* Import vs Direct Query vs Live Connection
* Refreshing data

**✂️ Module 3: Data Transformation with Power Query (ETL)**

* Power Query Editor interface
* Basic transformations: filter, rename, split, merge, remove
* Changing data types
* Using "Group By" and pivot/unpivot columns
* Adding conditional columns and custom columns

**🧠 Module 4: Data Modeling**

* Understanding relationships: 1:1, 1:many
* Creating and editing relationships
* Star schema vs snowflake
* Creating calculated columns and measures
* Creating date/calendar tables

**🧮 Module 5: Introduction to DAX (Data Analysis Expressions)**

* What is DAX?
* Measures vs Calculated Columns
* Common DAX functions: SUM, AVERAGE, COUNTROWS, CALCULATE, IF
* Time Intelligence: YTD, MTD, SAMEPERIODLASTYEAR, DATESINPERIOD
* Filter functions: ALL, FILTER, VALUES, RELATED

**📊 Module 6: Data Visualization**

* Types of visualizations: Table, Matrix, Bar, Line, Pie, Donut, Card, Gauge
* Slicers and filters
* Drill-down and drill-through
* Tooltips and bookmarks
* Formatting visuals

**🧩 Module 7: Advanced Visuals & Features**

* KPI and decomposition tree
* Chiclet slicer, custom visuals from marketplace
* Sync slicers
* What-If analysis