**Training Regarding**

**Functionalities of Power BI Reports**

Submitted to:

Users

By: Dipak Chelani

(Version 1.0)

Date - August 18, 2023



SKAPS Industries

**Functionalities of Power BI Reports**

* PFB points included in the training:
  + How to use filters.
  + How to reset filters.
  + How to use bookmarks in reports.
  + Different ways of exporting reports.
  + How to share a report.
  + Different ways of using drill up/down function.

**Participants for Training**

Training conducted on: 18th August,2023

Training given by: Dipak Chelani

Location: AO

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| |  |  |  |  | | --- | --- | --- | --- | | **Sr. No.** | **Name** | **Location** |  | | 1 | Dipak Chelani | AO (Organiser) |  | | 2 | Nilesh Patel | AO | Present | | 3 | Umed Singh | AO | Present | | 4 | Kamlesh Prajapati | AO | Present | | 5 | Amit Sathvara | AO | Present | | 6 | Rajusingh | AO | Present | | 7 | William Almeida | AO | Present | | 8 | Anar Shah | AO | Present | | 9 | Himani Contractor | AO | Present | | 10 | Haresh Vachheta | AO | Present | | 11 | Usha Shetty | Mundra | Present | | 12 | Nikul Varaskiya | AO | Present | | 13 | Rajkumar | AO | Present | | 14 | Jatin Antala | AO | Present | | 15 | Jayesh Gujar | AO | Present | | 16 | Jaivik Patel | AO | Present | | 17 | Yagnik Motivaras | AO | Present | | 18 | Ajit Gohel | AO | Present | | 19 | Pratik Macwan | AO | Present | | 20 | Pranav Shah | AO | Absent | | 21 | Mahendra Rajput | AO | Absent | | 22 | Dhaval Patel | AO | Absent | |