Microsoft Power BI Practical Instruction

1. Go to: https://powerbi.microsoft.com/en-us/ and **Sign In** (cloud version) using your **Deakin email account only**, as shown in the picture below.

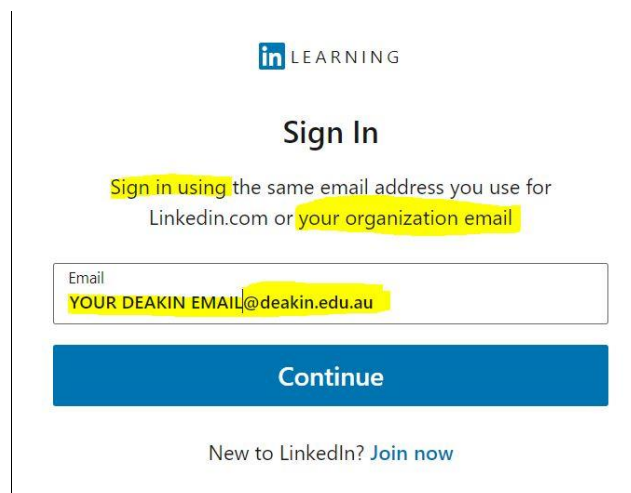2. Next, go to: https://www.linkedin.com/learning/power-bi-essential-training-17362720
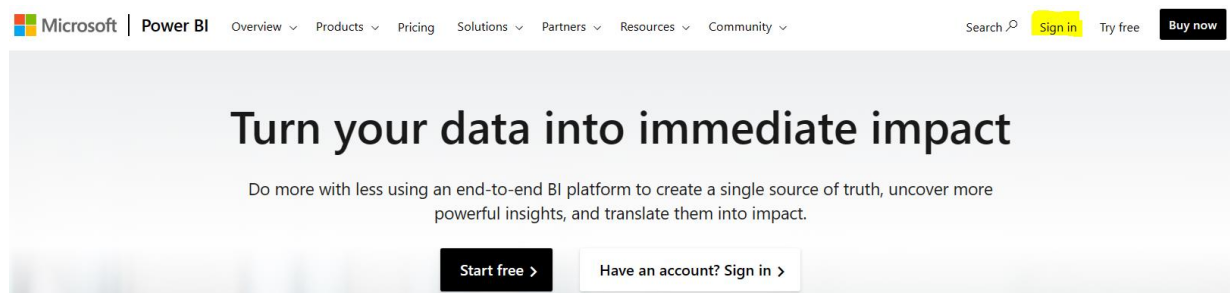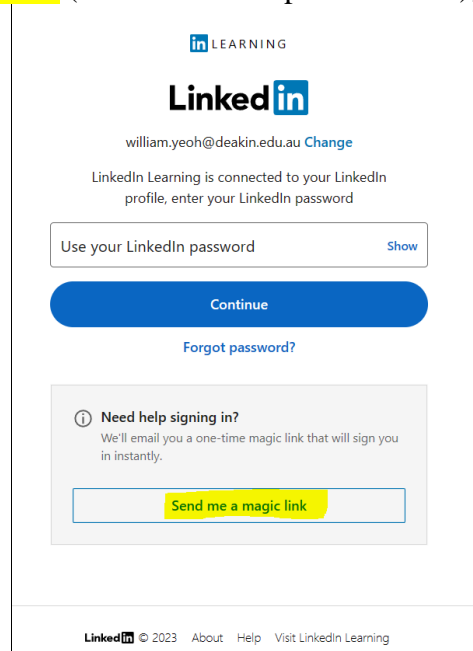
3. Click **Sign In**, as shown in the picture below (see top right-hand corner).
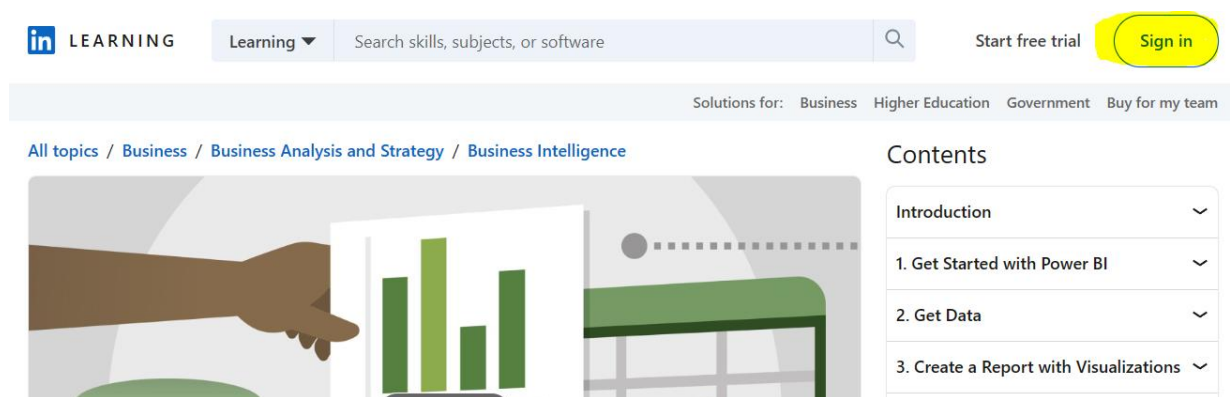
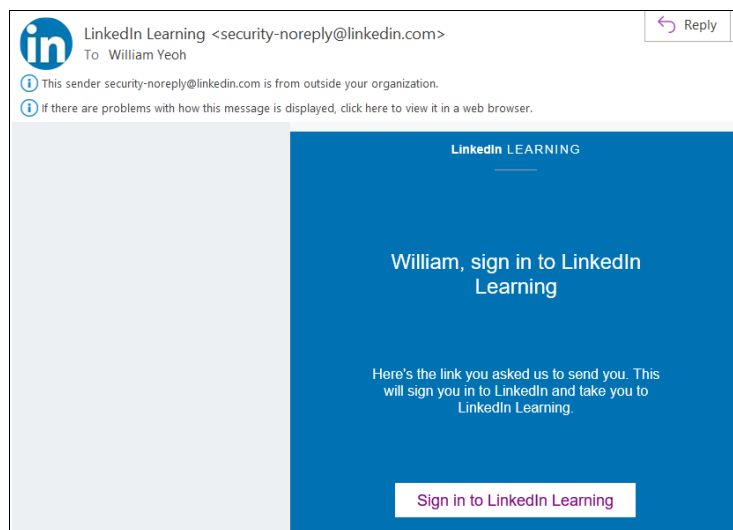4. Sign in with your **Deakin student email account** only, as shown in the picture below.

5. Click 'Send me a magic link' (as shown in the picture below), check your Deakin email.

6. From your Deakin email, click 'Sign in to LinkedIn Learning', as shown in the picture below.

7. Click 'Continue to Deakin University' (as shown in the picture below) and then 'Sign in with Single Sign-On' (via Deakin Single Sign-On).
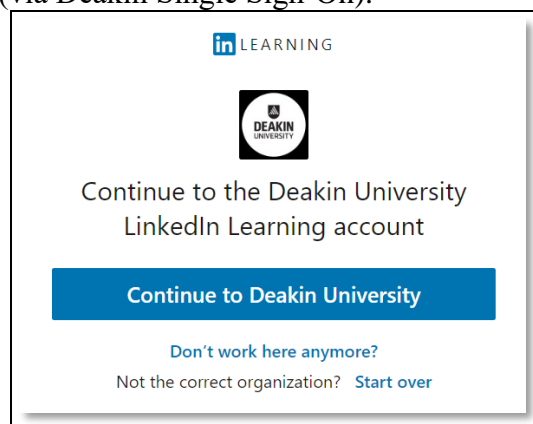
8. Now you have signed-in 'Power BI Essential Training' course, as shown in the picture below (the ==Deakin logo== should appear on the top right corner AND ensure it's this latest version).
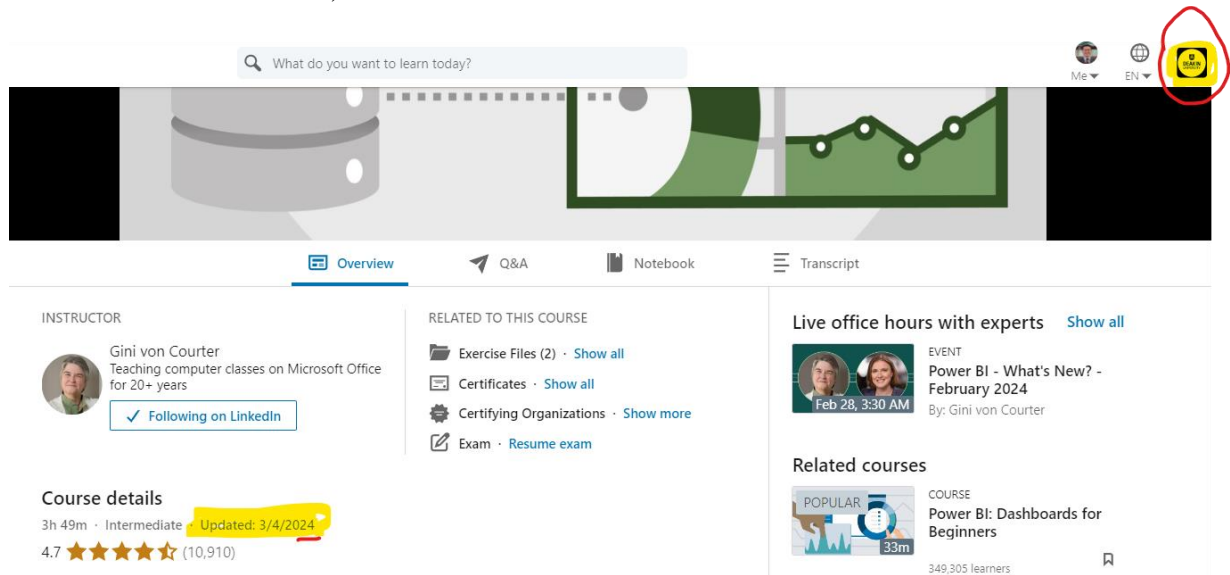
Transcript Search: You can search for terms directly within the course. To search video text, switch to the *Transcripts* tab, then press Cmd/Ctrl + F on your keyboard to run a search within the active transcript.
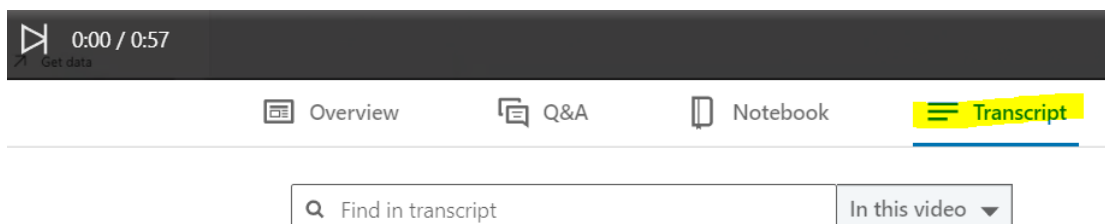
8. Use these terms and definitions below to understand concepts taught in the course.

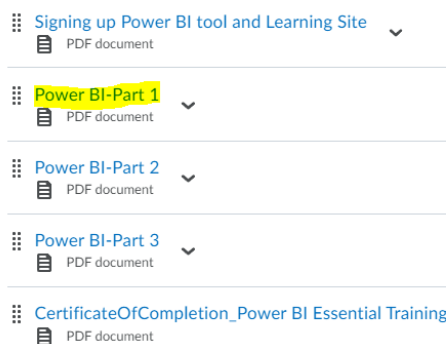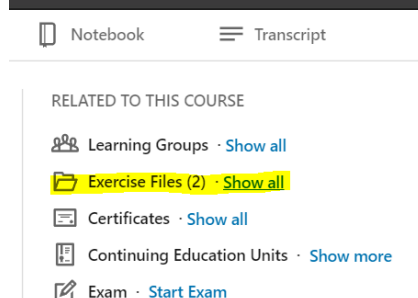| Term	Definition
dashboard	A tool used to identify the extent of variability in a process, determine whether the level of variability is acceptable, and improve the process
data set	A collection of data used to create visualizations and reports
My workspace	The workspace each Power BI customer uses to create content
Power BI	A business analytics service by Microsoft; provides interactive visualizations and business intelligence capabilities, with an interface for end users to create their own reports and dashboards
Power BI Desktop	The free Windows application of Power BI that can be installed on a local computer, primarily used by report designers, admins, and developers for connecting to, transforming, and visualizing data
report	A multi-perspective view into a single data set, with visualizations that represent different findings and insights from that data set
Q&A	The ability to type natural language questions about a data set and receive responses in the form of visualizations
workspace	Containers for dashboards, reports, and data sets in Power BI

9. Next, work on the **Power BI-Part 1** exercises, see Unit Website-Content-Practicals folder:

Signing up Power BI tool and Learning Site
PDF document

Power BI-Part 1
PDF document

Power BI-Part 2
PDF document

Power BI-Part 3
PDF document

CertificateOfCompletion_Power BI Essential Training
PDF document

Note:
- Complete the Power BI Essential Training course to be well-prepared for your practical assignment.

- All datasets are provided on this online learning site (no external datasets are needed for the practical). See:

Notebook   Transcript

RELATED TO THIS COURSE

Learning Groups · Show all

Exercise Files (2) · Show all

Certificates · Show all

Continuing Education Units · Show more

Exam · Start Exam

- You should watch the short videos the online learning site provides before doing the exercises.

- Feel free to do the practicals at your own pace; follow the detailed instructions provided in the videos on the online training course site.

- Hence, practical attendance is not mandatory - practical attendance is meant for those who need assistance from the tutor.

- When you finish watching all the video lessons, you can add the Certificate of Completion to your LinkedIn profile.

- **Certificate of Completion (Power BI Essential Training) <u>must</u> be attached to the Assignment Report in the Appendix section.**

- Microsoft continually enhances the features of Power BI; see also Power BI feature summary blog post: (https://learn.microsoft.com/en-us/power-bi/fundamentals/desktop-latest-update?tabs=powerbi-service).

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