

Lab Exercise 2: Viewing Reports from Excel Files

Scenario

A business analyst has emailed an Excel workbook to you that contains a Power View report. The analyst wants you to upload the file to Power BI so that the sales department can reuse the work that has already been done on creating the interactive visuals. You will sign in to Power BI and upload the report.

The main tasks for this exercise are as follows:

- View Excel Power View Sheets as Power BI Reports

Task 1: View Excel Power View Sheets as Power BI Reports

1. Open the Adventure Works Power View.xlsx file to look at the Power View report.
2. Sign in to Power BI if you are logged out.
3. Import the Excel file into Power BI.
4. View the Power View report that has been converted to a Power BI report.
5. Test the Sales Person filter.
6. Close Internet Explorer, and Excel.

Results: At the end of this exercise, the Power View report will be available as a Power BI report.