

GSD. Power BI - How to Get a Microsoft Power BI License to Share and Collaborate

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General Information:

Possible symptoms/errors:

How to Get a Microsoft Power BI License to Share and Collaborate.

Alternative names of the system:

N/A

IMPORTANT NOTICE:

N/A

Solution:

Microsoft Power BI is an important tool for sharing and collaboration with colleagues. However, many users ask about the process of how to order this program's license. This article shows a guide on how to request Power BI license in IT Service Portal.

Details:

1. Advise the user to go to IT Service Portal.2. Then, to click Service Catalog.3. Under Categories, ask the user to select Business Intelligence and Analytics.4. Then, to click on Power BI Pro, this will open up the request form.5. User needs to fill out the following details on the form.6. Advise the user to click on Order Now once done.

Assignment Group:

N/A

Ticket Creation:

Template: N/ACategorization:

Configuration Item: N/ACategory: N/Subcategory: N/A

Important Links:

IT Service Portal: <https://fmcna.service-now.com/sp?id=index>