

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

1(68)

To (department acronym name)

For information (department acronym name)

Power BI Cloud

Guide

<https://docs.microsoft.com/en-us/power-bi/>

<https://scaniaazureservices.sharepoint.com/sites/SelfServiceBI>



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

2(68)

To (department acronym name)

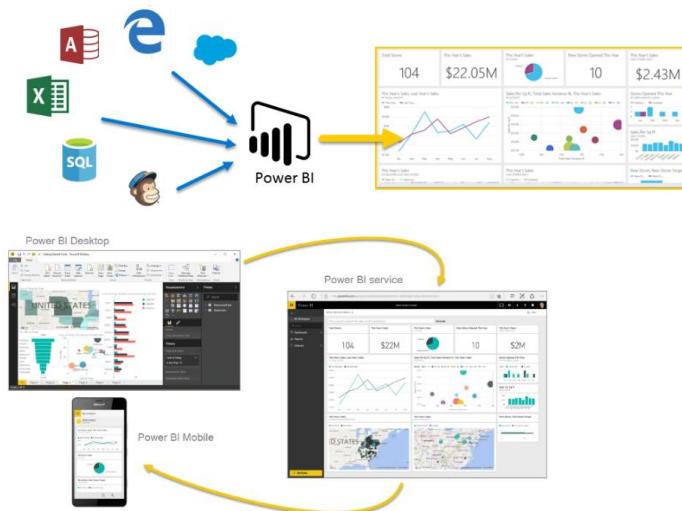
For information (department acronym name)

Index	
PowerBI	3
Introduction to Self Service.....	4
Self Service Levels	5
License and Access.....	6
Ordering the PowerBI Pro Licence	7
Free vs Pro vs Premium.....	13
Technical structure (cloud in Ireland)	14
How gateway works.....	16
Architecture Cloud vs On Prem.....	17
Cloud vs On Prem.....	18
Installation for PowerBi desktop.....	19
Data Security (cloud).....	20
Level Security.....	21
Support.....	22
Flow	23
Education.....	24
Reference Architecture.....	25
Step by Step	26
Responsibilities	36
Workspace Premium Capacity	37
PowerBI folder on the Cloud	38
Using Microsoft Flow with PowerBI	43
Way-of-Working in Self-Service BI	47
How to open PowerBI Tool	49
PowerBI Gateway SLA.....	50
Data Flow	52
Scania Template and Theme.....	59
PowerBI Architecture	62
General Architecture	63
Incremental Refresh PowerBI Pro	64
Tab Rotate and Refresh in PowerBI	65
Ordering the PowerBI Premium Capacity	68

PowerBI

PowerBI is a business analytics service provided by Microsoft. It provides interactive visualizations with self-service business intelligence capabilities, where end users can create reports and dashboards by themselves, without having to depend on information technology staff or database administrators.

- We at Scania IT have chosen PowerBI as our strategic choice for creating BI-reports.
- It is well suited for self service and has been developed from Excel and Power Pivot.
- To use PowerBI you need the Desktop software, it's free. This is where you connect to data sources and create reports. You will get a choice when you get your data, import or live connect this important from a security perspective.
- When you have created your report and would like to share it there are two ways to go. You can use our on Prem Report servers or use the cloud service. This is also important whether you import data or live connect. If you import data and save the report in the cloud, all data will be in the "pbix" file which is stored in Azure. Depending on the classification of the data it might be a risk for Scania.
- Since there are two different ways to publish there is also two different versions available in Order IT.
- If you would like to use the cloud service you need a pro license to be able to share your report, read the license and access section.





Approved by (department acronym, name)
LITA
Issued by (department acronym name phone)
LITA – Marcius Nishida - 3693

Document type
POWERBI_CLOUD - GUIDE
File name
PowerBI_v10
Date
2018-09-01
Issue
1
Info class
Internal
Page
4(68)

To (department acronym name)

For information (department acronym name)

Introduction to Self Service

General Info

Self-Service business intelligence(SSBI) is an approach to data analytics that enables business users to access and work with corporate data even though they do not have a background in statistical analysis, business intelligence (BI) or data mining.

Allowing end users to make decisions based on their own queries and analyses frees up the organization's business intelligence and information technology (IT) teams from creating the majority of reports and allows those teams to focus on other tasks that will help the organization reach its goals.

Scania Info

We at the BI-department (BIAN) at Scania have been working to enable a wider level of self service BI to the Scania employees. We see this to become more data driven and allow users to access updated data from our common data warehouse and to create their own BI-solution.

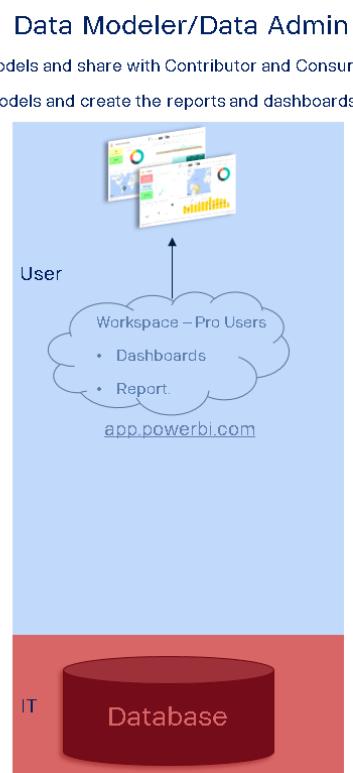
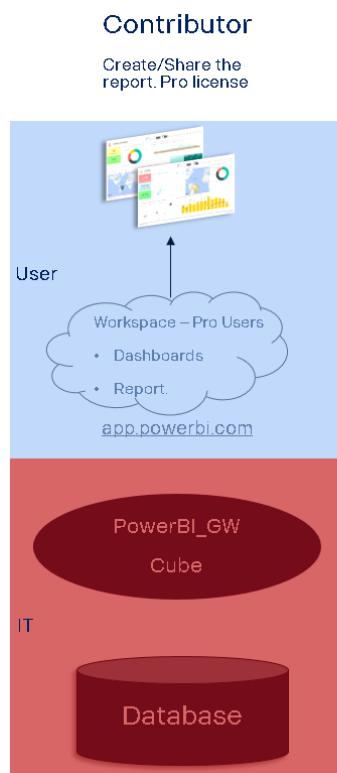
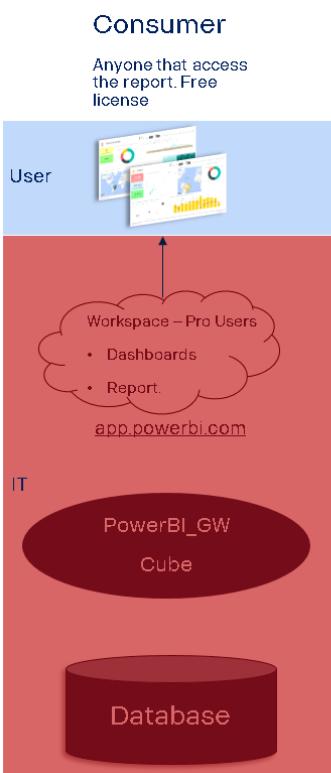
Self service BI does come with some challenges that we would like you to be aware of:

- Data awareness. Understand your data to avoid misguiding your users/managers. Before you start you need to make a risk evaluation IRAM.
- BI-Skills. You build it, you run it. We at BIAN cannot guarantee support for self service projects. If you want quality data, production stability and business critical reports you are welcome to initiate a project with us.

You are responsible for the data you are sharing in your reports. If you import your data in PowerBI reports consumers will be able to extract that data to excel.



Self Service Levels



The user or AD group from Contributor, Data Modeler and Data Admin must be added on the data source database to create or share the reports to the cloud and it is being managed by Sweden.

GATEWAY CLUSTERS

- ✓ PowerBIGW_Test
 - SCA_SQL2016_PV17_SLSI_TEST ▲
 - Herta3_Dev
 - SESOCHO3305 SSAS_Maximo
 - SCA_SQL2016_Master_TST ▲
 - SESOCHO3305 SSAS_Maximo - Work Order
- PEQUI
- SQL PBI
 - SCA_SQL2016_Master_PRD ▲
 - SCA_Folder_FocusAreas ▲
 - SCA_SQL2016_CV17_SLSI_TEST ▲

Data Source Settings Users

People who can publish reports that use this data source

Enter email addresses

- Roberta Reis
- Carlos Eduardo Mendes Silva
- Marcius Yukio Nishida
- Andre Horvath Gomes



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

6(68)

To (department acronym name)

For information (department acronym name)

License and Access

These versions are for publishing reports in the cloud. For on prem you will only need the free desktop version.

Free version (O365 E3)

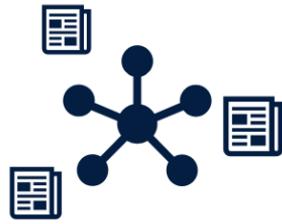
- Office 365 includes free version of Power BI.
- Allows you to consume reports shared with you.
- Create reports on My Workspace (unable to share).



Consume and create for self use

PRO (est. 60 SEK/month)

- Allows you to create workspaces, reports and share with other Power BI PRO users.



Network with PRO-users and upload to workspaces

US\$6,60 per user

Premium

- Central Scania capacity.
- Allows you to activate PRO users workspace to share with free users.



Create workspaces and activate workspaces

US\$4.200/Month for
1500 users – US\$2,80
300 users using this.
powerbi.support@scania.com

All PowerBI license will be payed by Sweden so there is no cost for Brazil.

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

7(68)

To (department acronym name)

For information (department acronym name)

Ordering the PowerBI Pro Licence

- 1) Abrir a url

http://orderit.scania.com/Site/PackageDetails_View.aspx?ProductId=PKG-1004

- 2) Clicar no botão Change:



- 3) Preencher o campo username informando o solicitante e clicar no botão Search:

The screenshot shows a 'Search User/Node' dialog box. It has fields for 'User Name' (containing 'SSBECR'), 'First Name', 'E-mail Address', 'Cost Centre', 'Node Name', 'Last Name', 'Department', and buttons for 'Search' and 'Reset'. Below the dialog is a table titled 'Search Result (Click On Row To Select User)' with columns for User Name, First Name, Last Name, Phone, E-mail Address, and Department. A single row is shown: 'SSBECR' (Erica), 'de Castro Rodrigues', '+551143448816', 'Erica.Rodrigues@scania.com', 'SFR', and a file icon. At the bottom of the table is a navigation bar with arrows and a page number '1'.

User Name	First Name	Last Name	Phone	E-mail Address	Department
SSBECR	Erica	de Castro Rodrigues	+551143448816	Erica.Rodrigues@scania.com	SFR



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

8(68)

To (department acronym name)

For information (department acronym name)

4) Ao encontrar o nome completo da pessoa abaixo, clicar em cima dela:

Search User/Node

User Name: SSBECCR Node Name: ?

First Name: Last Name: ?

E-mail Address: Department:

Cost Centre :

Search Result (Click On Row To Select User)

User Name	First Name	Last Name	Phone	E-mail Address	Department
SSBECCR	Erica	de Castro Rodrigues	+551143448816	Erica.Rodrigues@scania.com	SFR

1

5) Clicar em Add to Cart:

Power BI Pro License

[Back to search result](#) Applications -> Office Suite Software

Click image for enlarging view

One Time Cost : 0,00 SEK
Monthly Cost : 60,00 SEK
Consumption Cost : No

Quantity :

Description

The license includes:

- Share reports in the cloud environment
- Creating workspaces in app.powerbi.com
- Sharing Reports and Dashboards to Pro users and Free user, see note 2

Note1 To create reports you need the Power BI desktop versions (there is two, on prem & cloud).

Note2 To share with free users you need to have your workspace upgraded to premium (it's done by IXAA).

Note3 IRAM (data security) is mandatory to upload data in Power BI.

6) Clicar em Checkout Order:

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcus Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

9(68)

To (department acronym name)

For information (department acronym name)

The screenshot shows the OrderIT web application interface. At the top, there is a header with the Scania logo, the title "OrderIT", and navigation links for "News", "E-learning", "FAQ", and "Logout". Below the header, there is a search bar labeled "Search for package" and a link to "Advanced Search". A navigation menu includes "Product Catalogue", "Orders", "Settings", and "Terms & Conditions". On the right side of the header, it says "Logged In: Marcus Yukio Nishida".

The main content area displays a "Shopping Cart For User : Erica De Castro Rodrigues". It contains a message: "Please check your shopping cart and then select "Checkout Order" to proceed." Below this, there is a table showing the items in the cart:

	Product Id	Title	Quantity	One Time Cost	Monthly Cost	Consumption Cost	Remove from Cart
	PS0108-006	Power BI Pro License	<input type="text" value="1"/>	0,00 SEK	60,00 SEK	No	

Below the table, there is a note: " = This package is possible to customise". At the bottom of the page, there are several buttons: "Continue Shopping", "Update Quantity", "Save Cart", "Save as Template", "Apply Template", and "Empty Cart". The "Checkout Order" button is highlighted with a red box.

- 7) Preencher os campos em vermelho, no campo Approver selecionar sempre o primeiro que mostra na lista:

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Issue

1

Page

10(68)

To (department acronym name)

For information (department acronym name)

Checkout Order

| Logged In: Ma

Delivery Information >>**Confirm Order**

To fulfill your order you need to fill in the (*) mandatory information below and verify the Delivery Address (Site and Building). When done, select "Next Step".

Order for : Erica de Castro Rodrigues

* = Required

User Information

User Name:

Erica de Castro Rodrigues (SSBECR)

Workphone:

+551143448816

Name:

Erica de Castro Rodrigues

Mobile Phone:

Department:

SFR

E-mail Address:

Erica.Rodrigues@scania.com

Node Name

Node Name:

M14450

Delivery Address **Alternative Delivery Address (To be used instead of your currently registered address , for example Satellite offices).**

Site:

São Bernardo do Campo

Contact Phone:*

+551143448816

Building:*

P11-00

Floor:*

zero

Order delivery note:

This text will be printed on the address label
as well on your invoice.
The delivery company/supplier will not read
this text (max 30 characters).

Financial Approver Information *

Approver:

Rodrigo Paschoal Ribeiro

Cost Center:

761

If you don't find your Financial Approver in the drop down list, [Click Here](#) to receive an expanded list of approvers for the cost center number.
Note: List will show approvers for other companies/units if they use the same number.

8) E clicar em Next:

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Issue

1

Page

11(68)

To (department acronym name)

For information (department acronym name)

Add Order Status Recipients

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	

Comment to Approver:

Please note! This field is only to notify your approver to understand your specific reason for your order.

[<< Previous](#) Next >> [Cancel](#)

9) Clicar em Confirm Order:

Checkout Order | Logged In: **Marcius Yukio Nishi** [Cancel](#)

Delivery information >> **Confirm Order**

Please verify that the information below is correct and then select "Confirm Order" to submit your order. If you want to edit your order, select "Previous" to go back."

Order For

User Name:	SSBECR	Ordered By	User Name:	SSBMYN
Name:	Erica de Castro Rodrigues	Name:	Marcius Yukio Nishida	
VW ID:	WPBN15N	Department:	LITA	
Department:	SFR			
Workphone:	+551143448816			
Mobile Phone:				
E-mail Address:	Erica.Rodrigues@scania.com			

Node Name

Node Name	M14450
-----------	--------

Delivery Address

Site:	São Bernardo do Campo	Order and Delivery Date	Order Date: 01 Mar 2019
Building:	P11-00	Delivery Date:	The expected delivery date is set to within 1 working day after the approval(s)
Floor:	zero		
Contact Phone:	+551143448816		
Order delivery note:			

Comments:

Packages In Order

Product Id	Title	Quantity	One Time Cost	Monthly Cost	View Configuration	Status
PS0108-006	Power BI Pro License	1	0,00 SEK	60,00 SEK		
PS0108-006	New - Power BI Pro License		0,00 SEK	60,00 SEK		None

= This package is possible to customise

Total: **0,00 SEK** **60,00 SEK**

[<< Previous](#) Confirm Order



SCANIA

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Issue

1

Page

12(68)

To (department acronym name)

For information (department acronym name)

- 10) Por fim será exibido a tela abaixo confirmando a solicitação e dois e-mails serão enviados, um confirmando o pedido e outro quando a licença for efetivada de fato e o usuário também recebe a cópia do email.

RECEIPT

Your order has been submitted. Select "Back to Start Page" to get back to the start page. You will get e-mails about the status of the order and you can also find this information under the tab "Orders".

[Print](#)

Order Id: OT000363444

Order For

User Name:	SSBECR
Name:	Erica de Castro Rodrigues
VW ID:	WPBN15N
Department:	SFR
Workphone:	+551143448816
Mobile Phone:	
E-mail Address:	Erica.Rodrigues@scania.com

Ordered By

User Name:	SSBMYN
Name:	Marcius Yukio Nishida
Department:	LITA

Order and Delivery Date

Order Date:	01 Mar 2019
Delivery Date:	The expected delivery date is set to within 1 working day after the approval(s)

Node Name

Node Name	M14450
-----------	--------

Financial Approver Information

User Name:	SSBRIB
Name:	Rodrigo Paschoal Ribeiro
Cost Center:	761
Department:	SFR

Delivery Address

Site:	São Bernardo do Campo
Building:	P11-00
Floor:	zero
Contact Phone:	+551143448816

Order delivery note:

Package In Order

Product Id	Title	Quantity	One Time Cost	Monthly Cost
PS0108-006	Power BI Pro License	1	0,00 SEK	60,00 SEK
PS0108-006	New - Power BI Pro License		0,00 SEK	60,00 SEK

= This package is possible to customise

Total: 0,00 SEK

60,00 SEK

Comments

[Print](#)



Free vs Pro vs Premium

	Free	Pro	Premium
Must be on O365	Yes	Yes	Yes
Create Reports	Yes	Yes	Yes
Share Reports	No	Only with Pro	Free and Pro
DirectQuery or Live Connect	No	Yes	Yes
Workspace	No	Yes	Yes
Data Storage	1 Gb per user	10 Gb per user	100 Tb per user
Data Refreshes	8 per day	Up to 48 per day	unlimited
Larger Datasets	1Gb	1Gb	50Gb
Separate Resources	No	No	Yes

The diagram illustrates the Power BI interface, divided into two main sections: Power BI Desktop and Power BI Service.

Power BI Desktop: This section shows a central toolbar with various icons for data management, reporting, and visualization. Key features include Get Data from 40+ Sources, Bookmarks, Quick Measures, New Tables, New Columns, Reports View, Filter & Sort in Data View, Query Editor, Ask a question, New Measures, Themes, Desktop Layout, Tables View, Lock Objects, Selections, Sync Slicers, What If Parameter, Roles, Phone Layout, and Relationships View.

Power BI Service: This section is divided into three main levels: Free, Pro (0 - 500 Users), and Premium (500 + Users).

- Free:** Features include Ask a question about your data, Natural Language Query (Q&A), Microsoft SQL Server Reporting Services, Tiles pinned from SSRS, Consume live data sources (DirectQuery), Data Alerts, Access Datasets in Power BI Service, Consume Content that's scheduled to refresh hourly (Can schedule 8 refreshes), Consume streaming data 1M rows/Hour, Control data access with RowLevel Security for Users & Groups, Publish to Web, Mobile Devices (iOS, Windows, Android), Persistent Filters, and Custom Data Connectors.
- Pro (0 - 500 Users):** Features include Create, View & Share Personal Dashboards & Reports, Apps & App Workspaces, Usage Metrics (With User Details), SharePoint Modern Web Parts, Create, publish & View Organizational Content Packs, and Analyze in Excel.
- Premium (500 + Users):** Features include Dedicated Node Capacity, Incremental Refresh, 100TB of Storage for each Capacity Provisioned, Higher refresh rates up to 48 per day, Noisy Neighbour Isolation, Future Release, Pinning Datasets to Memory, Read-Only Replicas, Large datasets, Geographic Distribution, and Dedicated Data Refresh Nodes.



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

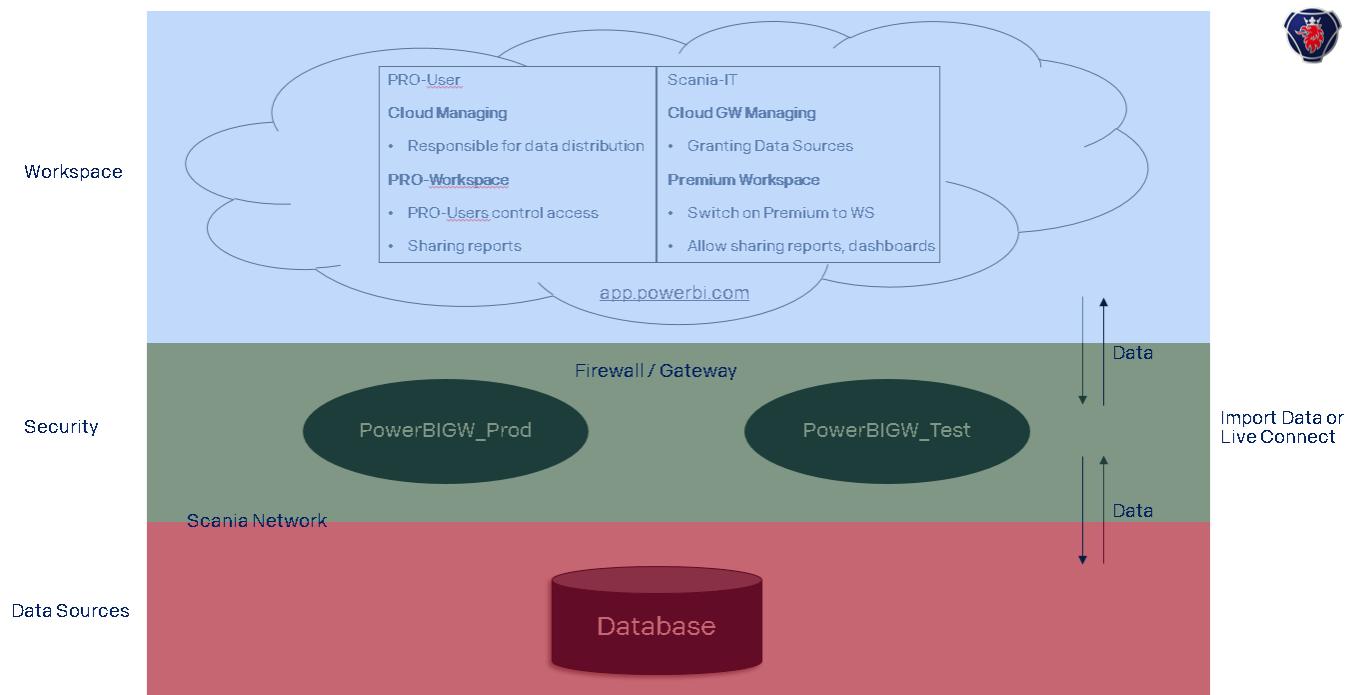
Page

14(68)

To (department acronym name)

For information (department acronym name)

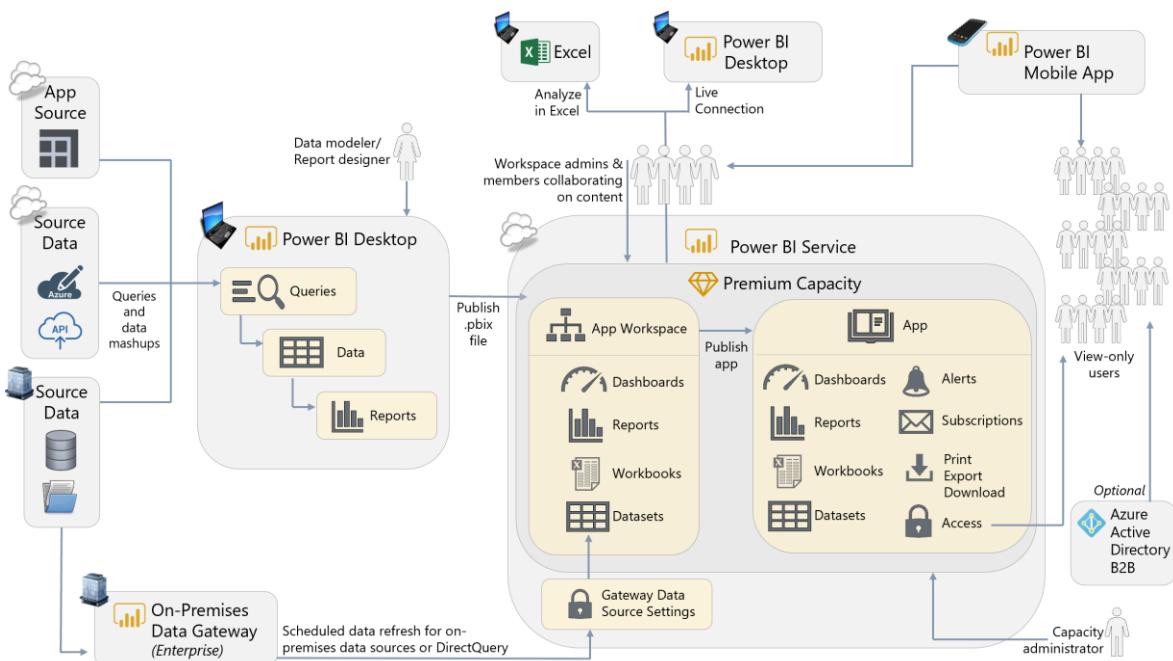
Technical structure (cloud in Ireland)





To (department acronym name)

For information (department acronym name)



Databases from SLA that are available on the PowerBI and configured on the gateway

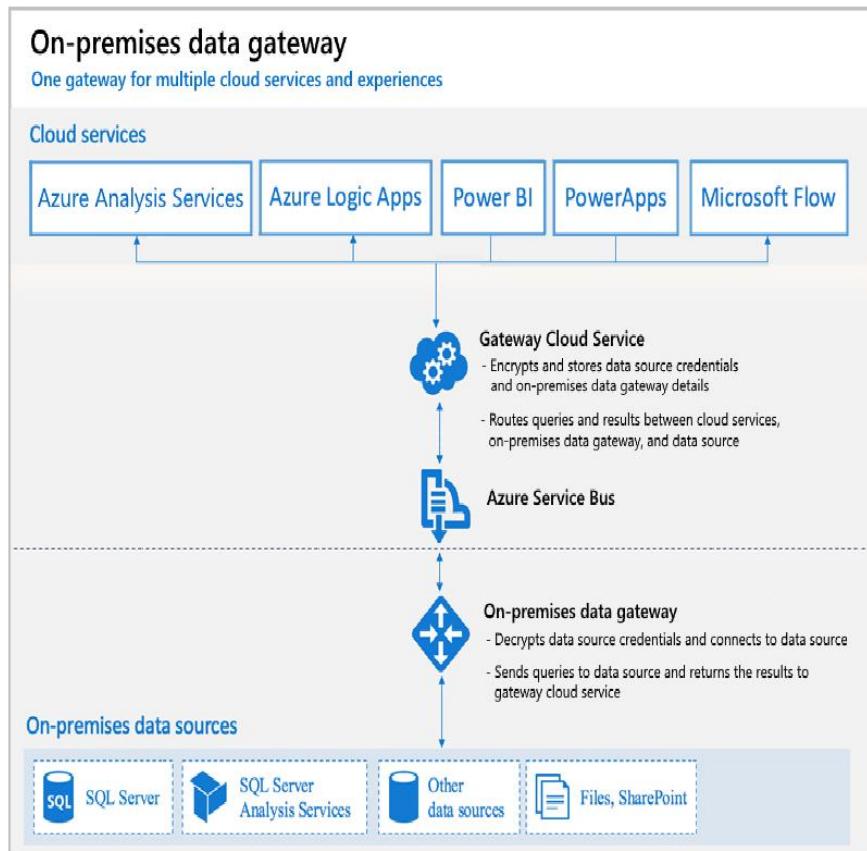
Database	Username	Description
Erere.br.scania.com	DW_MKSL	Data Warehouse – Production (current)
Franca.br.scania.com	USR_POWERBI	Data Warehouse – Production (new)
Fila.br.scania.com	USR_POWERBI	E-Business Suite – Production

PowerBI on the cloud: <https://app.powerbi.com>



How gateway works

The gateway you install runs as a Windows service, **On-premises data gateway**. This local service is registered with the Gateway Cloud Service through Azure Service Bus. The following diagram shows the flow between on-premises data and the cloud services that use the gateway.



Queries and data flow:

1. A query is created by the cloud service with the encrypted credentials for the on-premises data source. It's then sent to a queue for the gateway to process.
2. The gateway cloud service analyzes the query and pushes the request to the Azure Service Bus.
3. The on-premises data gateway polls the Azure Service Bus for pending requests.
4. The gateway gets the query, decrypts the credentials, and connects to the data sources with those credentials.
5. The gateway sends the query to the data source for execution.
6. The results are sent from the data source, back to the gateway, and then onto the cloud service and your server.

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

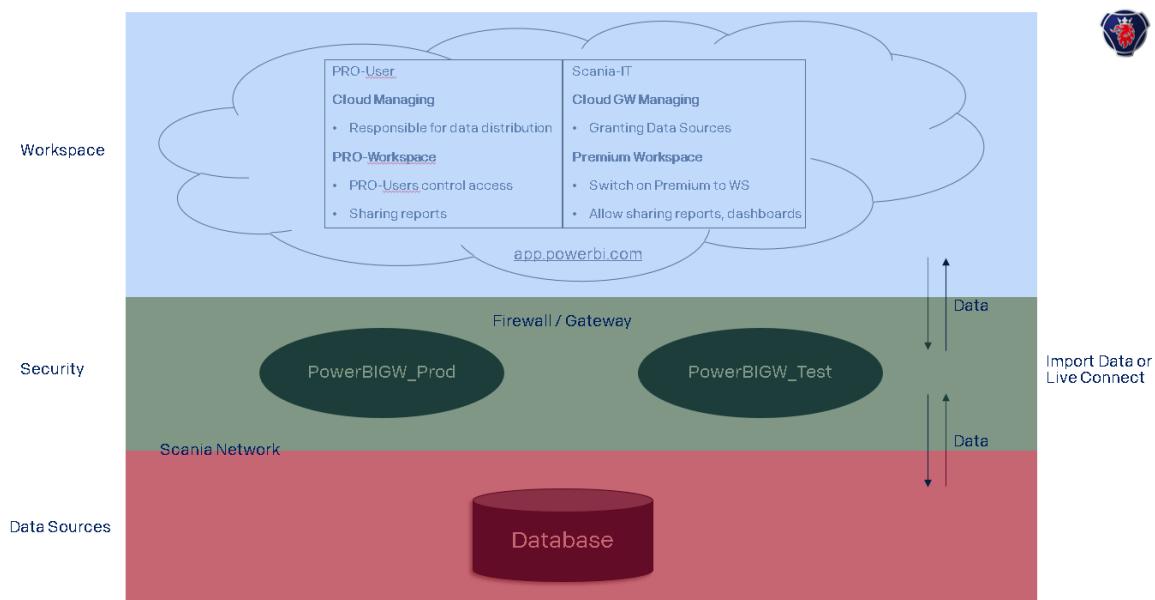
17(68)

To (department acronym name)

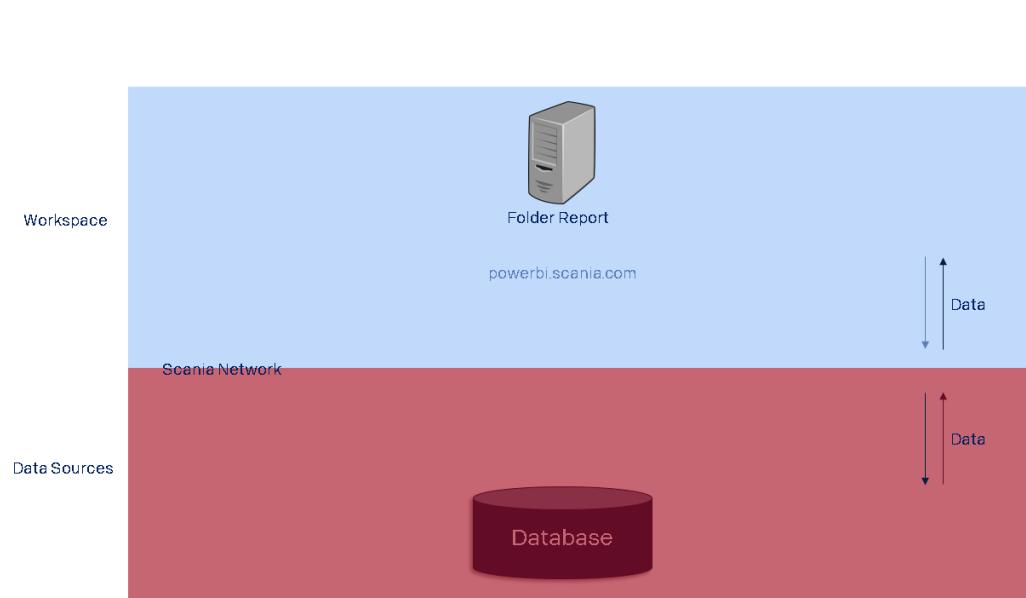
For information (department acronym name)

Architecture Cloud vs On Prem

Cloud



On Prem





Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

18(68)

To (department acronym name)

For information (department acronym name)

Cloud vs On Prem

Features	Power BI Report Server	Power BI Service	Notes
Deployment	On-premises or hosted cloud	Cloud	Power BI Report Server can be deployed in Azure VMs (hosted cloud) if licensed through Power BI Premium
Source data	Cloud and/or on-premises	Cloud and/or on-premises	
License	Power BI Premium or SQL Server EE with SA	Power BI Pro and/or Power BI Premium	
Lifecycle	Modern lifecycle policy	Fully managed service	
Release cycle	Once every 4 months	Once a month	Latest features and fixes come to Power BI Service first. Most core functionality comes to Power BI Report Server in the next few releases; some features only meant for the Power BI service.
Create Power BI reports in Power BI Desktop	Yes	Yes	
Create Power BI reports in the browser	No	Yes	
Gateway required	No	Yes for on-premises data sources	
Real-time streaming	No	Yes	Real-time streaming in Power BI
Dashboards	No	Yes	Dashboards in the Power BI service
Distribute group of reports using apps	No	Yes	Create and publish apps with dashboards and reports
Content packs	No	Yes	Organizational content packs: Introduction
Connect to services like Salesforce	No	Yes	Connect to the services you use with the Power BI service
Q&A	No	Yes	Q&A in the Power BI service and Power BI Desktop
Quick insights	No	Yes	Automatically generate data insights with Power BI
Analyze in Excel	No	Yes	Analyze in Excel
Paginated reports	Yes	No	Paginated reports aren't available in the Power BI service, but you can pin paginated report items to Power BI dashboards
ARC GIS maps	No	Yes	ArcGIS maps in Power BI service and Power BI Desktop by Esri
Email subscriptions for Power BI reports	No	Yes	Subscribe to a report or dashboard in the Power BI service
Email subscriptions for paginated reports	Yes	No	E-Mail delivery in Reporting Services
Data alerts	No	Yes	Data alerts in the Power BI service
Row-level security	Only through data source in DirectQuery mode	Available in both DirectQuery (data source) & Import mode	Row-level security (RLS) with Power BI
Full screen mode	No	Yes	Full screen mode in the Power BI service
Advanced Office 365 collaboration	No	Yes	Collaborate in an app workspace with Office 365
R visuals	No	Yes	Create R visuals in the Power BI service
Preview features	No	Yes	Opt in for Power BI service preview features
Custom visuals	Yes	Yes	Custom visuals in Power BI
Power BI Desktop	Version optimized for Report Server, available for download with Report Server	Version optimized for Power BI Service, available from the Windows Store	Power BI Desktop for the report server
			Power BI Desktop for the Power BI service

<https://docs.microsoft.com/en-us/power-bi/report-server/compare-report-server-service>

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

19(68)

To (department acronym name)

For information (department acronym name)

Installation for PowerBi desktop

The installation's instruction of PowerBi(PBIDesktop_x64) on the desktop is available on the link <https://docs.microsoft.com/en-us/power-bi/desktop-get-the-desktop>

The installation's instruction of Oracle Client is available on the link
<https://docs.microsoft.com/en-us/power-bi/desktop-connect-oracle-database>

The files are available also in [\\tools\\data\\$\\Programs\\ N-Z\\PowerBI](\\tools\\data$\\Programs\\ N-Z\\PowerBI) or by Software Center

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

20(68)

To (department acronym name)

For information (department acronym name)

Data Security (cloud)

You are responsible for the data you are sharing in your reports. If you import your data in PowerBI reports consumers will be able to extract that data to excel.

So the recommendation is to check the information security with ISEC team and the process and documents of IRAM(Information Risk Analysis Method) are available on the links below:

<https://scaniaazureservices.sharepoint.com/sites/SelfServiceBI/SitePages/Files.aspx>

<https://inline.scania.com/scripts/cgiip.exe/WService=inline/cm/pub/showdoc.p?docfolderid=111686&docname=index>

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

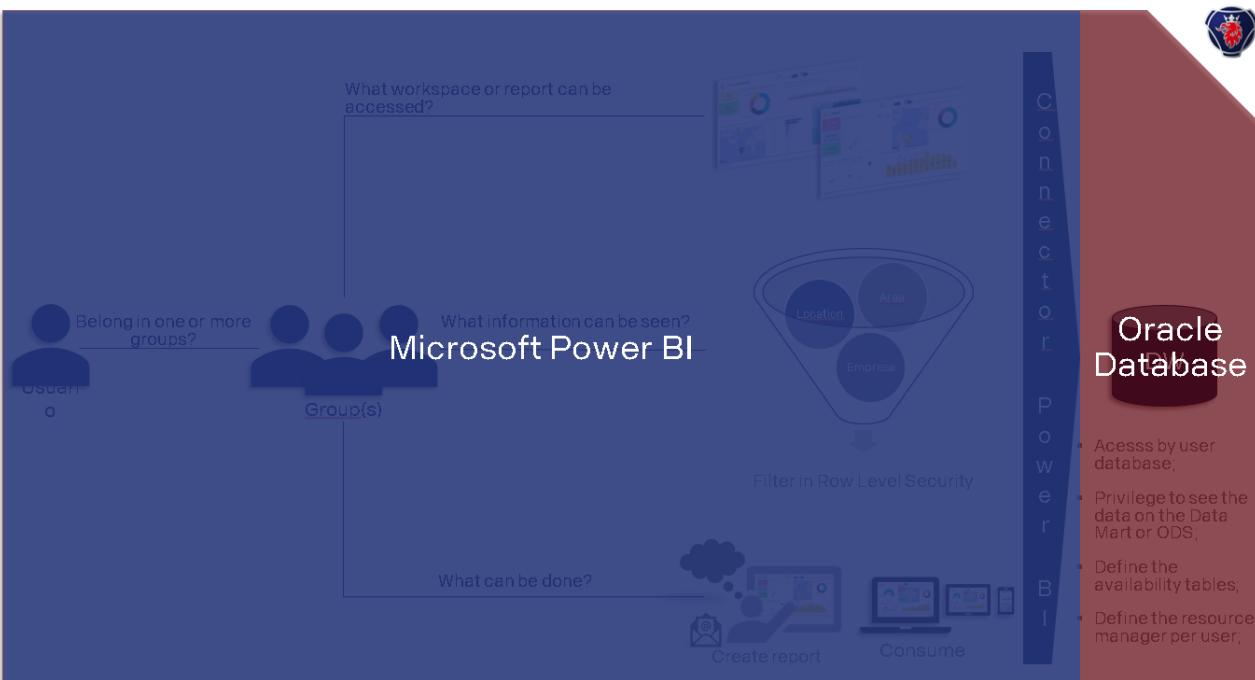
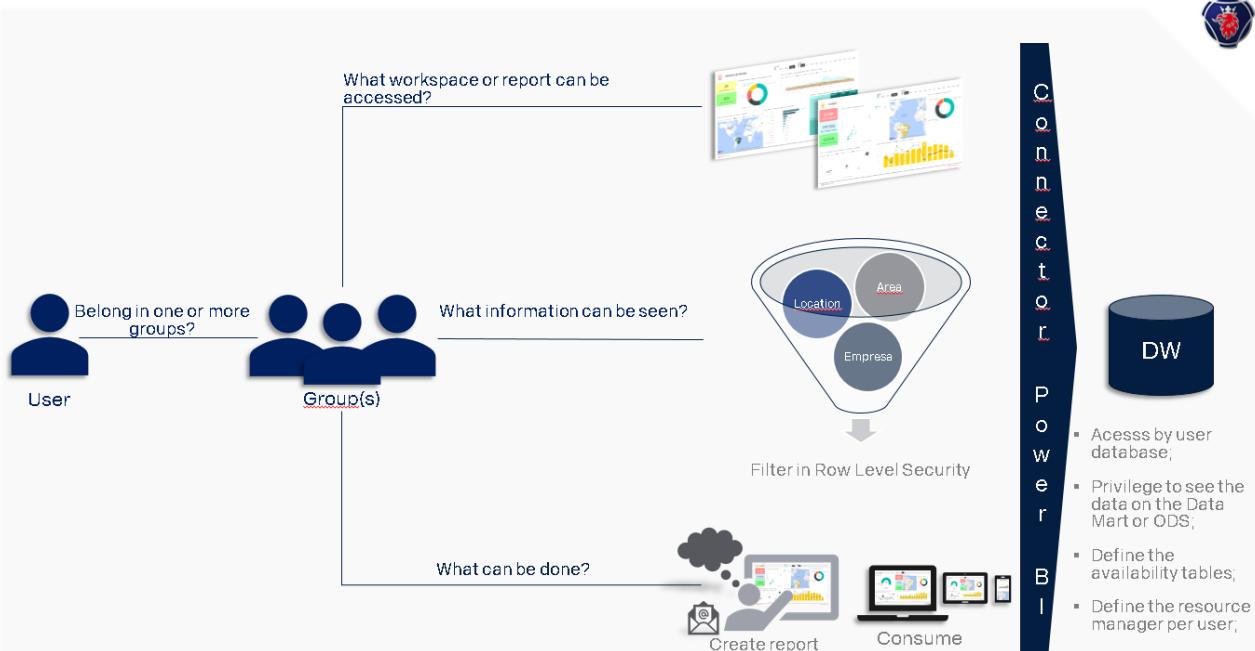
Page

21(68)

To (department acronym name)

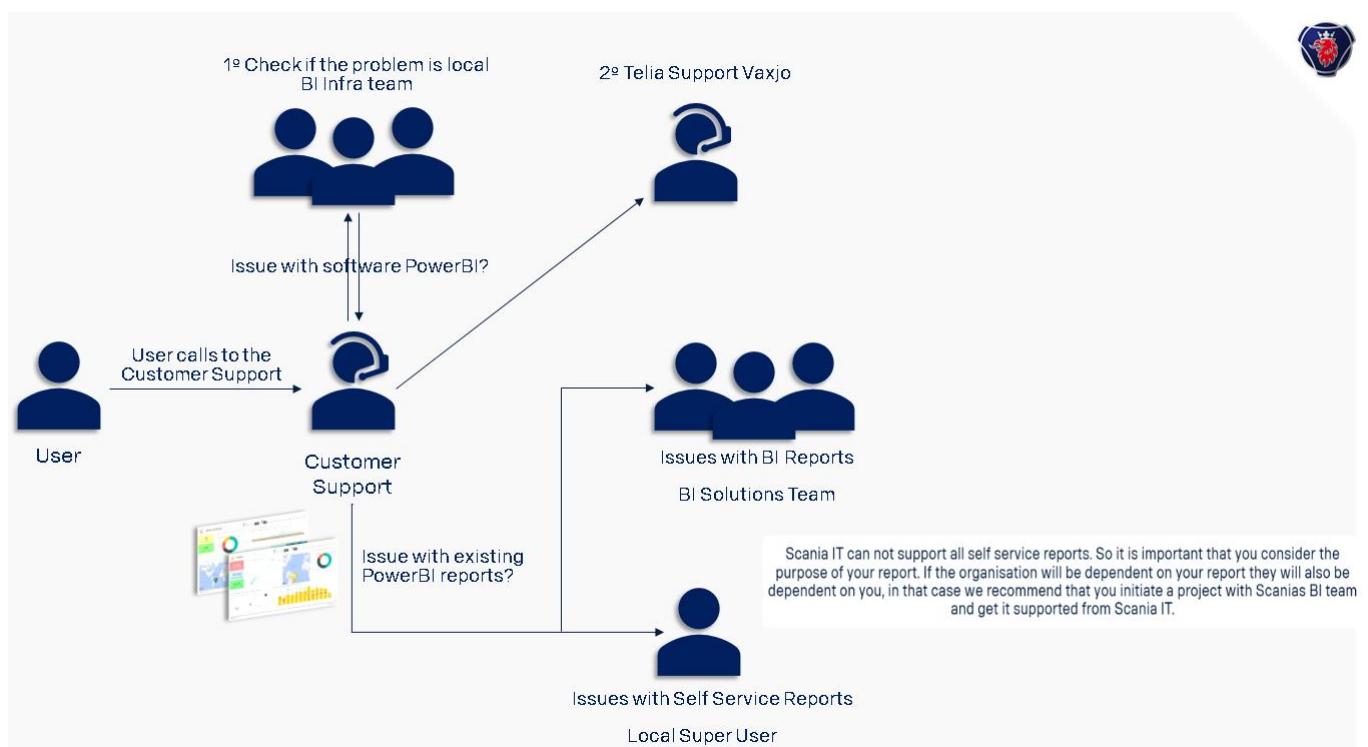
For information (department acronym name)

Level Security





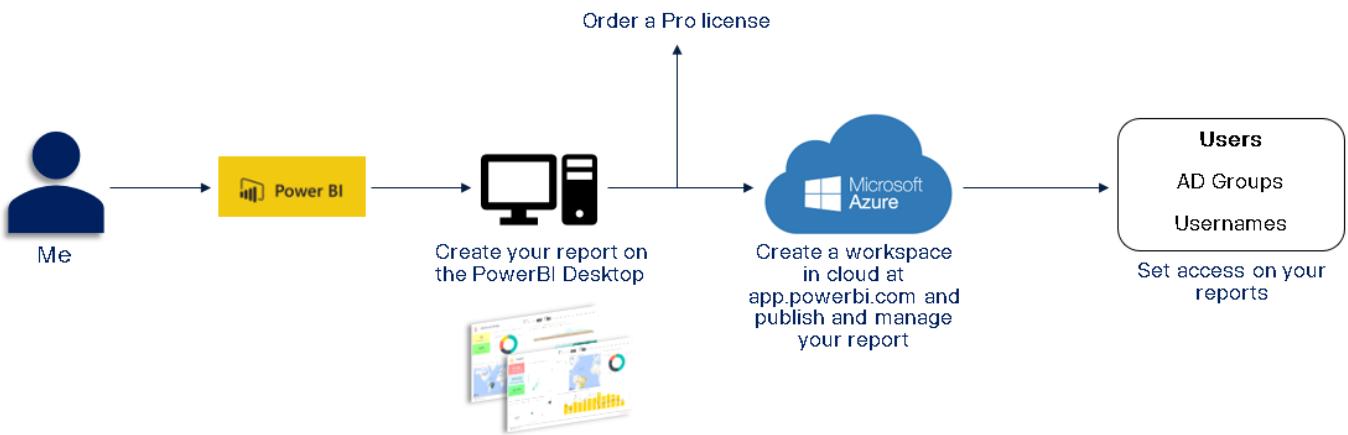
Support



- When the issue is with PowerBI the BI infra team can check first and if the problem is related to the SAAS(PowerBI on Cloud Azure) so the support must be treated by Customer Support from Sweden but the SAAS is 24x7;
- The incident about infra can be redirected to the **AMS PowerBI Advanced Support Scania Latin America** group;
- The incident about reports developed by IT can be redirected to the their groups according to application;
- If the PowerBI report has been developed by Sweden redirect please the incident to the powerbi.support@scania.com



Flow



- 1) User needs to know if the report will be shared or not:
 - a. if yes:
 - i. The data source(database) must be configured on the Gateway and it is handled by BI infra team;
 - ii. The username or AD Group from user must be added on the data source and it is handled by BI infra team;
 - iii. User needs to have the PRO license.
 - b. If no:
 - i. No activity to do because the user will work in stand-alone mode.
- 2) User open the PowerBI desktop using the O365 credential and create the report;
- 3) User open the PowerBI in cloud by <https://app.powerbi.com> and create a workspace with a name;
- 4) In PowerBI desktop the user publishes the report choosing the workspace created on the cloud;
- 5) In PowerBI cloud the user can set the permissions and who(username or AD group) can access the report;
- 6) That report can be accessed by mobile also using the PowerBI software in IOS or Android.



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

24(68)

To (department acronym name)

For information (department acronym name)

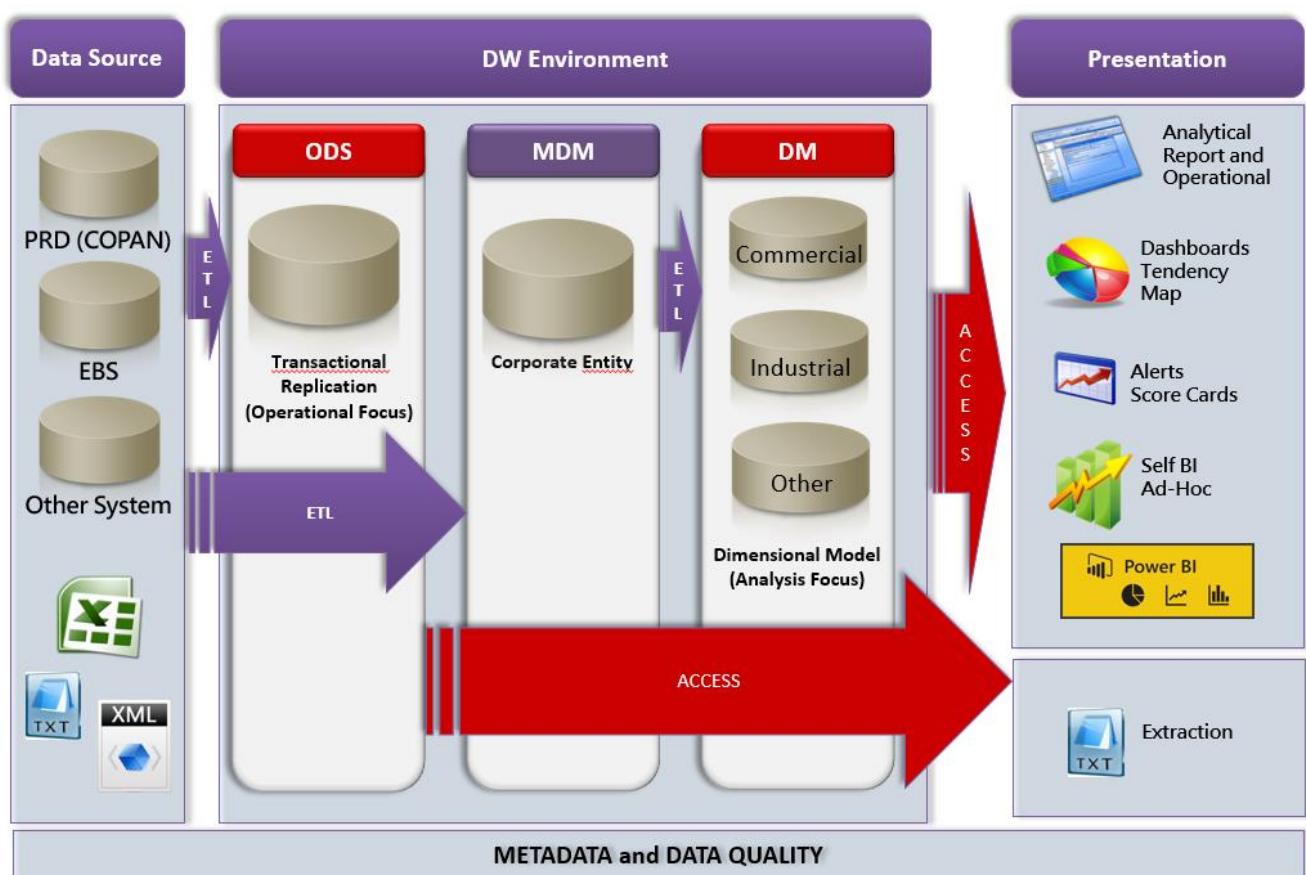
Education

Tips and demos to improve your BI-Skills:

- Get started with PowerBI guide: <https://docs.microsoft.com/en-us/power-bi/service-get-started>
- PowerBI Youtube channel with guides: <https://www.youtube.com/user/mspowerbi>
- PowerBI tutorial: <https://www.youtube.com/watch?v=qqO0EiCn4cY>
- Tutorial
 - <https://docs.microsoft.com/pt-br/power-bi/service-connect-to-services>
 - <https://docs.microsoft.com/pt-br/power-bi/sample-tutorial-connect-to-the-samples>
 - <https://docs.microsoft.com/pt-br/power-bi/desktop-getting-started>
- Self Learning
 - <https://docs.microsoft.com/pt-br/power-bi/guided-learning/>
 - <https://docs.microsoft.com/pt-br/power-bi/guided-learning/gettingstarted>
 - <https://powerbi.microsoft.com/pt-br/learning/>
- Demo
 - <\\global.scd.scania.com\proj\ Public\PowerBI\Demo 20171024>
 - <https://app.powerbi.com/groups/me/reports/3b7cd9fd-f06f-4cb6-9e4d-f0ea7b68af0d?ctid=3bc062e4-ac9d-4c17-b4dd-3aad637ff1ac>
- Dashboards in Zwolle
 - <https://pages.github.scania.com/ScaniaNL/PowerBI-dashboards/>
 - <https://pages.github.scania.com/ScaniaNL/PowerBI-KB/>
- PowerBI On Prem in development environment
 - http://powerbi_dev.scania.com/reports
- Internal Education at Scania – call to SSBKLO or SSBKLD.



Reference Architecture





Step by Step

- 1) Open the PowerBi and click on the Get Data;

The screenshot shows the 'Obter Dados' (Get Data) dialog box in Power BI. On the left, there's a sidebar with categories: 'Tudo' (selected), 'Ficheiro', 'Base de Dados', 'Power BI', 'Azure', 'Serviços Online', and 'Outras'. The main area lists data sources under 'Tudo':

- Excel
- Texto/CSV
- XML
- JSON
- Pasta
- Pasta do SharePoint
- Base de dados do SQL Server
- Base de dados do Access
- Base de dados do SQL Server Analysis Services
- Oracle Database
- Base de dados DB2 da IBM
- Base de dados IBM Informix (Beta)
- IBM Netezza
- Base de dados MySQL
- Base de dados PostgreSQL
- Base de dados Sybase

At the bottom, there are links for 'Conectores Certificados' (Certified Connectors) and buttons for 'Ligar' (Connect) and 'Cancelar' (Cancel).

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

27(68)

To (department acronym name)

For information (department acronym name)

- 2) Inform the database name, the connectivity mode if is import data or live connect and the query string;

Oracle Database

Servidor
erere.br.scania.com

Modo de Conectividade de Dados ⓘ
 Importar
 DirectQuery

▲ Opções avançadas
Tempo limite do comando em minutos (opcional)
[]

Instrução SQL (opcional)
select count(*) from PowerBI_test|

Incluir colunas de relação
 Navegar utilizando hierarquia completa

OK Cancelar

Import Data means the data will be stored on the Pbix file so the performance will be faster than Direct Query and the refresh is only on the new data.

Direct Query(live connect) means the data will not be stored on the Pbix file so the performance will be slower than Import Data and the query will be executed in runtime. That mode is recommended by ISEC when the report is used on the cloud.

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

28(68)

To (department acronym name)

For information (department acronym name)

3) The information is showed:

The screenshot shows a Power BI report window titled "erere.br.scania.com". Inside the report, there is a single value card with the text "COUNT(*)" above a numerical value "20". At the bottom right of the report area, there are three buttons: "Carregar" (Load), "Editar" (Edit), and "Cancelar" (Cancel). The "Carregar" button is highlighted with a yellow background.

4) Develop a report to show the data saving on the Pbix file:





Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

29(68)

To (department acronym name)

For information (department acronym name)

- 5) Open the PowerBi on the cloud and create a workspace:

Create an app workspace

Name your workspace

Workspace ID

Available

Private - Only approved members can see what's inside ▾

Members can edit Power BI content ▾

Add workspace members

Add

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

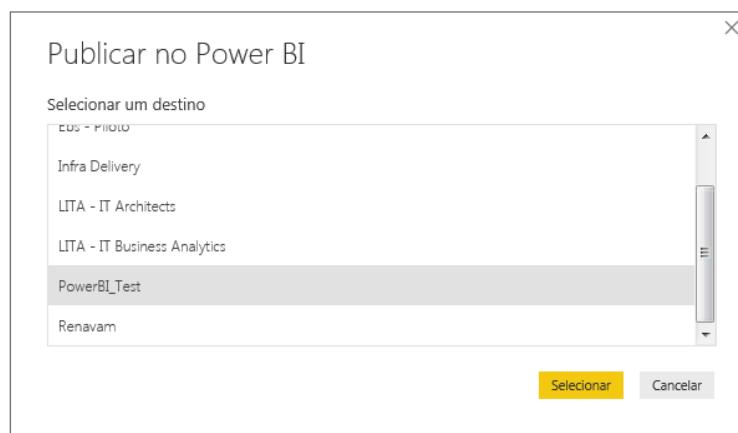
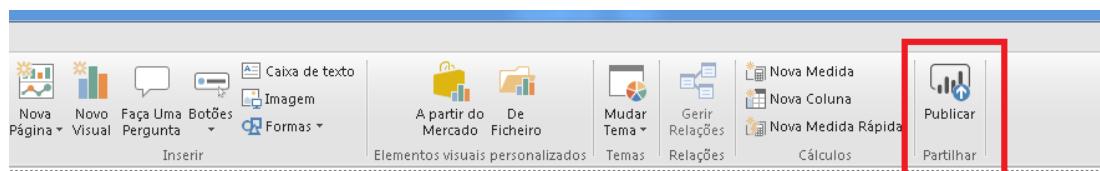
Internal

Page

30(68)

To (department acronym name)

For information (department acronym name)

6) Publish your report on the cloud choosing that workspace:**7) Report published:**

COUNT(*)
20,00





Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

31(68)

To (department acronym name)

For information (department acronym name)

8) Report opened on the cloud:

The screenshot shows the Power BI Cloud interface. At the top, there's a navigation bar with links for Apps, Google, Gmail, DatabaseMap, Jira BI, Jira DB, Service Center, PowerBI, Scania Infra Portal, Database common d, and OCC BR. Below the navigation bar, the main area displays a report titled 'PowerBI_Test_ImportData'. On the left, there's a sidebar with links for Home (preview), Favorites, Recent, Apps, Shared with me, Workspaces, and a section for 'PowerBI_Test'. In the center, there's a chart with the title 'COUNT(*)' and a value of '20.00'.

9) Know the datasets configuration:

The screenshot shows the 'Datasets' page in the Power BI service. The top navigation bar includes links for Dashboards, Reports, Workbooks, and Datasets. Below the navigation bar, a table lists datasets. The first dataset in the list is 'PowerBI_Test_ImportData', which was last refreshed on 10/16/2018, 2:31:54 PM and has N/A as its next refresh time. There are columns for NAME, ACTIONS, LAST REFRESH, NEXT REFRESH, and API ACCESS.

10) What gateway your dataset is:

The screenshot shows the 'Settings for PowerBI_Test_ImportData' page. It indicates that the dataset has been configured by 'Marcius.Nishida@scania.com'. The last refresh was successful on Tuesday, October 16, 2018, at 14:31:54 GMT-0300. A note says 'You have no personal gateways installed.' with a link to 'Learn more'. There's a 'Gateway connection' section with a 'Use a data gateway' toggle switch set to 'On'. A table lists a single gateway entry: 'PowerBIGW_Prod' with status 'Running on SESOCO3418'. Buttons for 'Apply' and 'Discard' are at the bottom.



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

32(68)

To (department acronym name)

For information (department acronym name)

11) Configure the refresh:

General Dashboards **Datasets** Workbooks Alerts Subscriptions

Settings for PowerBI_Test_ImportData

PowerBI_Test_ImportData

This dataset has been configured by Marcius.Nishida@scania.com.Last refresh succeeded: Tue Oct 16 2018 14:31:54 GMT-0300 (Brasilia Standard Time)
[Refresh history](#)

► Gateway connection

► Data source credentials

► Parameters

◀ Scheduled refresh

Keep your data up to date

 On

Refresh frequency

Daily

Time zone

(UTC-03:00) Brasilia

Time

1 ▾ 00 ▾ AM ▾ X

[Add another time](#) Send refresh failure notification email to me



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

33(68)

To (department acronym name)

For information (department acronym name)

12) Sharing the report to the AD group and handling the permission:**Share report**

RENAVAM_IMPORTDATA

[Share](#) [Access](#)

Only users with Power BI Pro will have access to this report. Recipients will have the same access as you unless row-level security on the dataset further restricts them. [Learn more](#)

Grant access to

BRSA_BI_BUSINESS_ANALYSIS Enter email addresses

Include an optional message...

 Allow recipients to share your report Send email notification to recipients

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

34(68)

To (department acronym name)

For information (department acronym name)

Share report

SCANIA_PILOTO_RENAVAM_V04

Share Access

The following have access to this report

Search

NAME	ACCESS	...
Renavam	Owner	
Carlos Eduardo Mendes Silva	Read and reshare	...
Ildo Leite Junior	Read	...
Daniel do Nascimento Santos	Read and reshare	...
Marcius Yukio Nishida	Read and reshare	...
Albert Mattos dos Santos	Read and reshare	...
BRSA_BI_BUSINESS_ANALYSIS	Read and reshare	...
Pending requests for access	Read	
	Read and reshare	
	Remove access	
Manage permissions		
Manage shared report views		



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

35(68)

To (department acronym name)

For information (department acronym name)

13) Changing the permission on the workspace:**Edit workspace**

Name

Privacy

Private - Only approved members can see what's inside

Members can edit Power BI content

Members can edit Power BI content

Members can only view Power BI content

Enter email addresses

Add

marcius.nishida@scania.com	Admin	▼	■
marcus.wadas@scania.com	Member	▼	■

Advanced ▾



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

36(68)

To (department acronym name)

For information (department acronym name)

Responsibilities

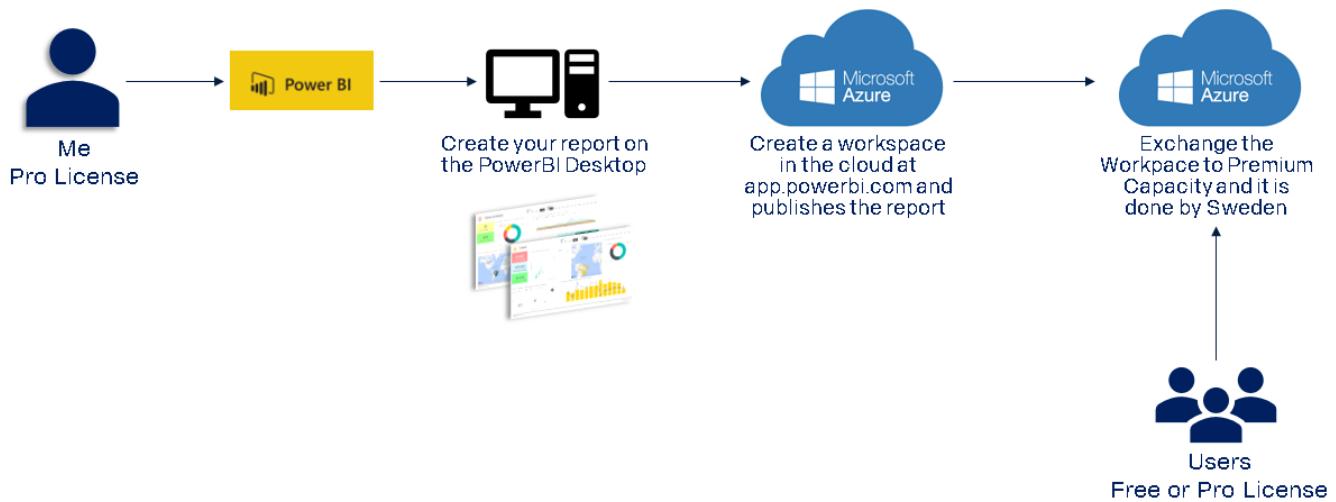
	Consumer	Contributor	DataModeler/Admin	PowerBI Developer	Infra
PowerBI Platform	No	No	No	No	Yes
License	No	No	No	No	Yes
Configure the databases on the Gateway	No	No	No	No	Yes
Data Modeling in PowerBI	No	No	Yes	Yes	No
Create Report	No	Yes	Yes	Yes	No
Create Workspace	No	Yes	Yes	Yes	No
Create AD group	No	No	Yes	Yes	Yes
Define the permission on the Workspace	No	Yes	Yes	Yes	No
Publish Report to Workspace	No	Yes	Yes	Yes	No
Set permission on the report	No	Yes	Yes	Yes	No
Configure the refresh on the dataset	No	Yes	Yes	Yes	No
Access Report	Yes	Yes	Yes	Yes	Yes

The activities and responsibilities must be discussed on the Bian group.

Workspace Premium Capacity

The workspace with Premium Capacity has some features more according to page 8 and when a report is published on that workspace do not need to have the PRO license.

So it is recommended to share the reports for users no Scania like dealers and the exchange from normal workspace to premium is done by Scania IT in Sweden.



When the report will be shared just inform a mail(live hotmail, gmail, e.g) and the user will use that mail on the PowerBi(<https://app.powerbi.com>)



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

38(68)

To (department acronym name)

For information (department acronym name)

PowerBI folder on the Cloud

The PowerBI folder(global\servicepowerbisla) is configured to use in SLA where you can use any files as data source in your report in the cloud scheduling the refresh every time so when the file will be updated the report data in the cloud will be refreshed automatically.

Data Source Settings Users

✓ Connection Successful

Data Source Name

PowerBI Folder SLA

Data Source Type

Folder

Full path

\\\brsafs03\powerbi\$

The credentials are encrypted using the key stored on-premises on the gateway server. [Learn more](#)

Windows username

.....

Windows password

.....

>Advanced settings

The step by step to use that functionality is:



SCANIA

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

39(68)

To (department acronym name)

For information (department acronym name)

- 1) The files that will be used as data source must be saved on the share [\\brsafs03\powerbi\\\$](\\brsafs03\powerbi\$) but you need to order access before by ACI - <https://aci.br.scania.com/site>
- 2) Choose the option 1 – Request access to a folder or share:

SCANIA Access Control IT

[Home](#) |

ACI How can Access Control IT help you today?

We suggest the following:

0 [Request access to an application](#)

Click here if you want to request access to an application to yourself or other users.

1 [Request access to a folder or share](#)

Click here if you want to request access to a shared network folder to yourself or other users.

2 [Follow-up](#)

Do you want to see the *current status* of a request? Click here then, and you'll be able to do it.

3 [Services](#)

- * Remote access (SMS)
- * Skype for Business (Lync)
- * Admin Access on Workstation

4 [Revoke access](#)

An user has left the company or changed his position? If so click here!

5 [Approval](#)

There are no pending approvals.

6 [Execution](#)

Click here to see the executions that are pending. You have: 124

7 [Network user](#)

Click here to create a network user account to a new employee, third party or administrator or service account.

8 [Network items](#)

- * Create outlook account
- * Create a shared email address
- * Create an email distribution list
- * Create meeting room/resource

9 [Access Revision and Reports](#)

- * Application by user
- * User by application
- * Detailed Access Report

10 [Request Access to Server](#)

- * Windows
- * Linux

- 3) Inform the username that will receive the access, press ADD button and press after the “I’m done selecting users” button:

Server

REQUEST ACCESS TO A NETWORK SHARE

The access will be requested to which user(s) ?

(Inform user name separated by commas)

(Selected user(s): 0)

	User name	Full name
--	-----------	-----------



Approved by (department acronym, name)
LITA
Issued by (department acronym name phone)
LITA – Marcus Nishida - 3693

Document type
POWERBI_CLOUD - GUIDE
File name
PowerBI_v10
Date
2018-09-01
Issue
1
Info class
Internal
Page
40(68)

To (department acronym name)

For information (department acronym name)

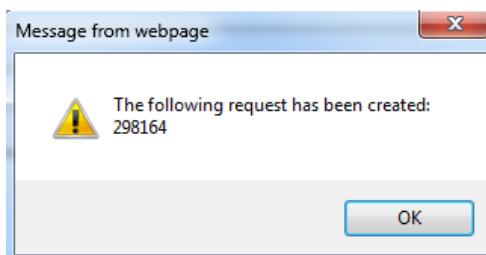
- 4) Choose the Brasil Market, the PowerBI\$ share, select the folder that you want to access and each folder has a responsible to approval and press the continue button:



- 5) Check if the request is OK then press the “Create Request” button:



- 6) The message will be showed with your request number:



- 7) Open a request by Jira for the group **POWER BI - Platform (POWERBI)** ordering permission on the data source **PowerBI Folder SLA**;



Approved by (department acronym, name)
LITA
Issued by (department acronym name phone)
LITA – Marcius Nishida - 3693

Document type
POWERBI_CLOUD - GUIDE
File name
PowerBI_v10
Date
2018-09-01
Issue
1
Info class
Internal
Page
41(68)

To (department acronym name)

For information (department acronym name)

- 8) When your ACI request will be finished the save your file on the share for example [\\brsafs03\powerbi\\$\it](\\brsafs03\powerbi\$\it);
- 9) Create your PowerBI report using that file keeping the folder [\\brsafs03\powerbi\\$](\\brsafs03\powerbi$) and publish to the cloud;
- 10) Configure the your dataset on the cloud and turn-on the gateway connection:

Settings for Test

This dataset has been configured by Marcius.Nishida@scania.com.

Last refresh succeeded: Wed Apr 03 2019 13:14:50 GMT-0300 (Brasilia Standard Time)

Next refresh: Thu Apr 04 2019 11:00:00 GMT-0300 (Brasilia Standard Time)

[Refresh history](#)

▲ Gateway connection

To use a data gateway, make sure the computer is online and the data source is added in [Manage Gateways](#).

Use a data gateway



On

Gateway	Department	Contact information	Status	Actions
PowerBIGW_Prod		powerbi.support@scani...	Running on SESOCO3418	

⚠ You have no personal gateways installed. [Learn more](#)

[Install now](#)

[Apply](#)

[Discard](#)

- 11) Schedule the time to refresh:



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

42(68)

To (department acronym name)

For information (department acronym name)

► Scheduled refresh

Keep your data up to date



Refresh frequency

Daily ▾

Time zone

(UTC-03:00) Brasilia ▾

Time

11 ▾ 00 ▾ AM ▾ X

11 ▾ 30 ▾ AM ▾ X

1 ▾ 00 ▾ PM ▾ X

[Add another time](#) Send refresh failure notification emails to me

Using Microsoft Flow with PowerBI

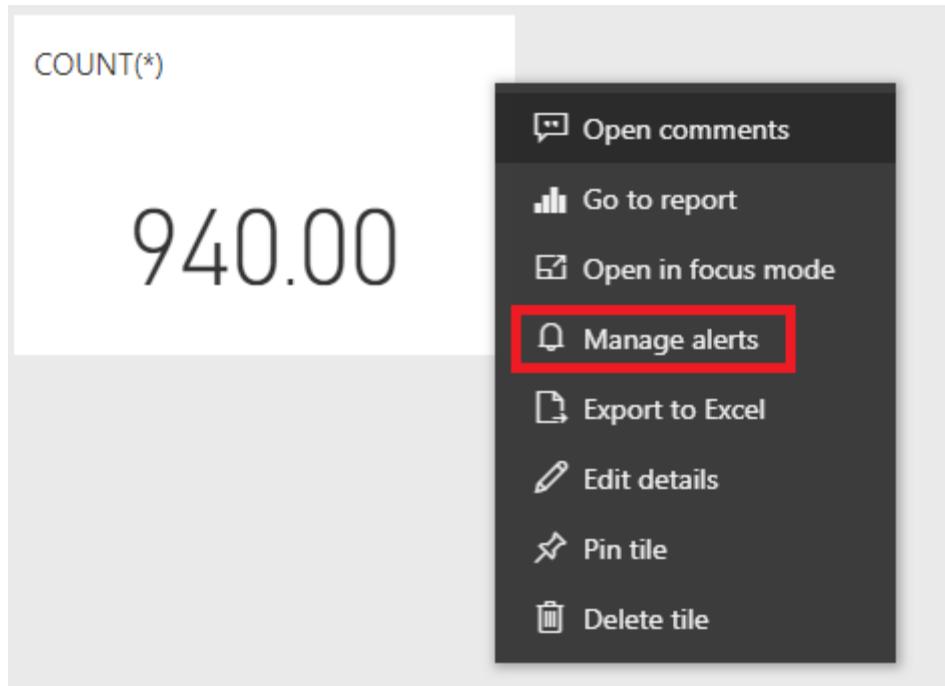
Microsoft Flow is cloud-based software that allows employees to create and automate workflows and tasks across multiple applications and services without help from developers. Automated workflows are called flows. To create a flow, the user specifies what action should take place when a specific event occurs.

Once a flow is built, it can be managed on the desktop or through an app on a mobile device. Flow integrates with various Microsoft services and apps, including Power BI, PowerApps, Dynamics 365 and Office 365.

That tool is available in <https://emea.flow.microsoft.com/en-us/>

An example below was a flow created to collect data from PowerBI and if the KPIs reaches a number then a mail will be sent.

- 1) Configure an alert in PowerBI that you want it, more details you can see by <https://docs.microsoft.com/en-gb/powerapps/maker/canvas-apps/sharepoint-scenario-alerts-flow> :





Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

44(68)

To (department acronym name)

For information (department acronym name)

- 2) On Manage Alerts screen choose the field the fill the condition that the alert must be sent. In that example the number is 940 and the condition is above 950.

COUNT(*)

Manage alerts

[+ Add alert rule](#)

^ Alert for COUNT(*)

Active On

Alert title

Set alerts rule for

Condition	Threshold
Above	950

Maximum notification frequency

At most every 24 hours
 At most once an hour

Alerts are only sent if your data changes.

By default, you'll receive notifications on the service in the notification center.

Send me email, too

[Use Microsoft Flow to trigger additional actions](#)

[Save and close](#) [Cancel](#)

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

45(68)

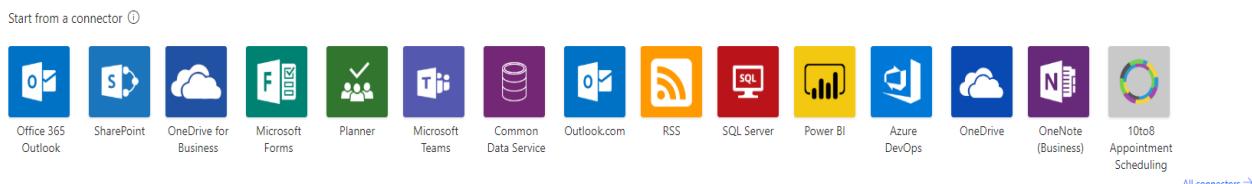
To (department acronym name)

For information (department acronym name)

- 3) Open the Microsoft Flow by URL <https://emea.flow.microsoft.com/en-us/> and create a flow pushing the Create button:

The screenshot shows the Microsoft Flow interface. At the top, there's a header bar with the title 'Automate processes + tasks | Mic' and a search bar containing 'emea.flow.microsoft.com/en-us/'. Below the header is a navigation bar with links for 'Apps', 'Open in Power BI s...', 'LITA Portal', 'Google', and 'Flow'. The main area has a dark header with the word 'Flow'. On the left, there's a sidebar with a list of options: Home, Approvals, My flows, Create (which is highlighted with a red box), Templates, Connectors, Data, AI Builder (preview), Solutions, and Learn.

- 4) Select the connector to start and in that case is PowerBI:



- 5) Choose the PowerBI and the Alert id created on the step 2:

The screenshot shows a step configuration in Microsoft Flow. The title of the step is 'When a data driven alert is triggered (Preview)'. There is a yellow callout box highlighting the 'Alert Id' input field. The input field contains the placeholder 'The alert id to track.' Below it, there is another input field with the placeholder 'Alert for COUNT(*)' and a third input field with the placeholder 'Enter custom value'. At the bottom of the step configuration are two buttons: '+ New step' and 'Save'.

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

46(68)

To (department acronym name)

For information (department acronym name)

- 6) Choose the Outlook connector to send the mail where you can configure the To, Subject and the Body:

The screenshot shows a Microsoft Flow interface. At the top, there is a yellow header bar with a chart icon and the text "When a data driven alert is triggered (Preview)" followed by three dots. Below this is a large blue rectangular box labeled "Send an email 2". Inside the box, there are three input fields: "To" with the value "marcius.nishida@scania.com", "Subject" with the value "KPI Count.", and "Body" with the value "Testing the Microsoft Flow.". Below these fields is a link "Show advanced options ▾". At the bottom of the blue box are two buttons: "+ New step" and "Save".

- 7) When the alert reached above 950 the mail has been sent:

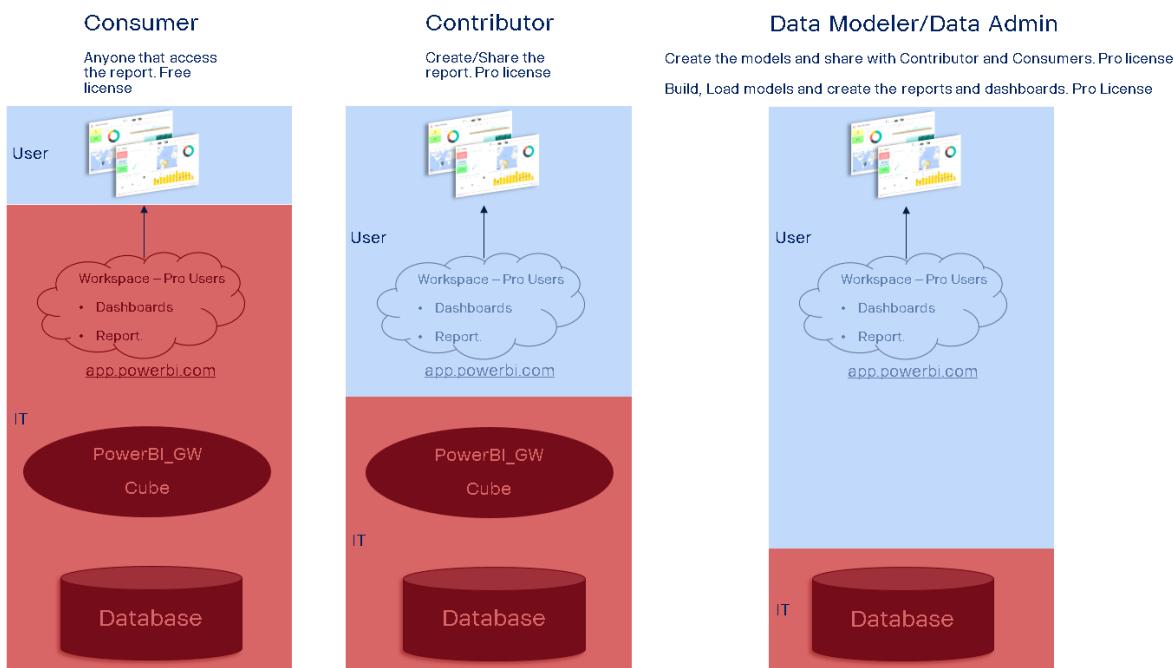
The screenshot shows an Outlook inbox window. The top ribbon tabs are "File", "Message", "Adobe PDF", and a search bar. The message list shows one item from "Yukio Nishida, Marcius" with the subject "KPI Count." and a note "This message was sent with Low importance." The message body contains the text "Testing the Microsoft Flow.". The status bar at the bottom right shows the time "16:26".



Way-of-Working in Self-Service BI

According to page 5 the SLA is working in two ways below basically:

- Consumer: IT is responsible to create the data in Data Warehouse or dataset in PowerBI and also the reports and the business only use it;
- Contributor: IT is just responsible to create the data in Data Warehouse and the report is created by business, this is Self-Service BI concept.



For the Contributor mode the best-practices are:

- Data available in Data Warehouse is enough to create the report?
 - If Yes: IT can create the data in PowerBI dataset or it can create also in Analysis Services tool so the report cannot use other data source;
 - Is Not: Business must connect direct to the Data Warehouse so the report can use others data sources like excel, files and etc.
 - Please read the page 18;
 - The correct is: each user has its username into Data Warehouse like OPS\$SSBXXX so we will have the governance, audit and also the

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcus Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

48(68)

To (department acronym name)

For information (department acronym name)

refresh on the Cloud will work normally. If the business will use a service username like usr_XXX the refresh on the cloud will not work.

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

49(68)

To (department acronym name)

For information (department acronym name)

How to open PowerBI Tool

The PowerBI Tool in the Cloud and On-Premises are available on SLA-Applications(<https://sla-applications.br.scania.com/site>) as below:

The screenshot shows the SLA Applications dashboard. At the top, there's a navigation bar with links like Apps, Open in Power BI, LITA Portal, Google, Gmail, DBMap, Jira BI, Service Center, PowerBI, PBI - DEV, PBI - PROD, and JumpServer. Below the navigation bar, the SLA Applications logo is displayed. A horizontal menu bar contains links for ENG. & PROD., FINANCE, FLASH, COMMUNICATION, IT, SLA PURCHASING, PROD.CTRL., SALES & MKT, BI (which is highlighted with a red box), VISAWEB, and SELECT ENV. A dropdown menu for BI is open, listing options: DISCOVERER PLUS, DISCOVERER VIEWER, EIS - EXEC. INFORMATION SYSTEM, EIS COGNOS8.4, EIS COGNOS10, POWERBI ON PREMISES (which is highlighted with a red box), and POWERBI CLOUD.

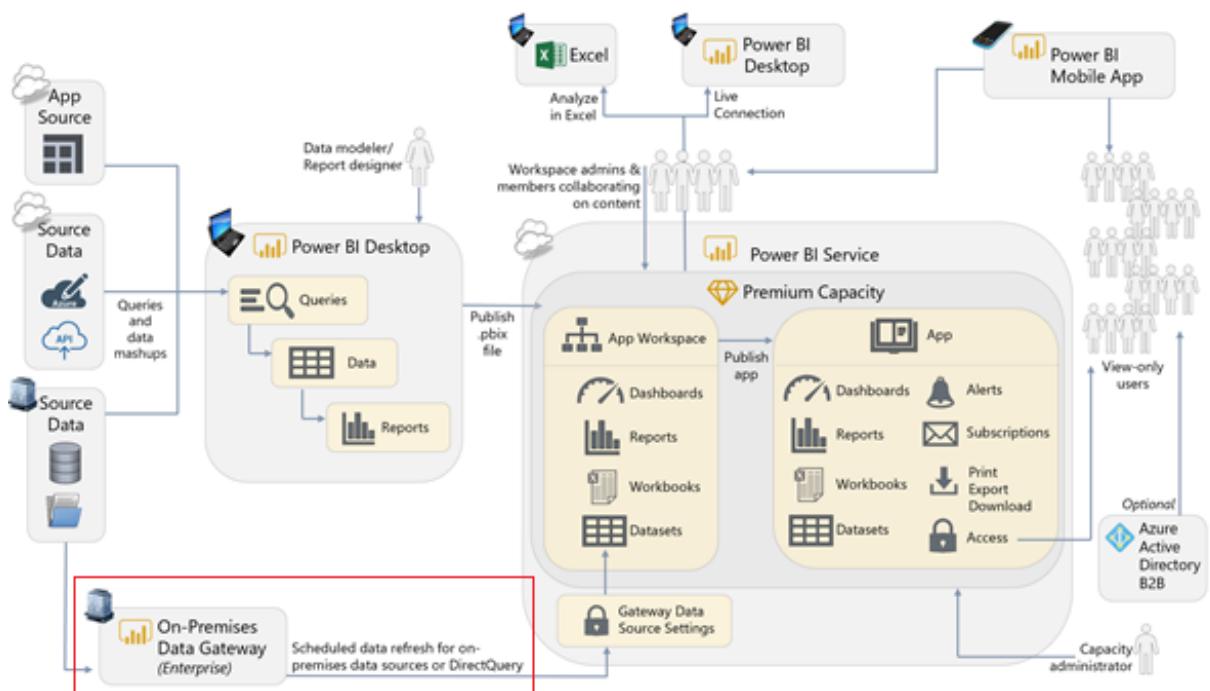
For mobile is available in IOS and Android:

The screenshot shows the Microsoft Power BI app page on the Google Play Store. The app icon features a yellow square with a bar chart. The title is "Microsoft Power BI" with the subtitle "Análise de dados de negócios". There's a blue "ABRIR" (Open) button. Below the icon, it says "4,8 ★★★★★" (4.8 stars), "6,64 mil Avaliações" (6,64 reviews), "Nº102 Negócios" (Business #102), and "4+ Idade" (Age 4+). Under "Novidades", it says "Versão 19.0" (Version 19.0) and "Há 2 sem" (2 weeks ago). It lists "- Improved stability and fixed various bugs.". Under "Pré-visualizar", there are two screenshots of the app interface showing charts and data analysis. At the bottom, there are navigation icons for "Hoje", "Jogos", "Apps", "Atualizações", and "Buscar".



PowerBI Gateway SLA

The PowerBI Gateway has been implemented in Brazil helping on the performance in PowerBI reports that uses Direct-Query mode, we were using that gateway in Sweden before.



The Gateway-SLA are below and the data sources registered in each one are:

- SLAPBIGW_Test for test environment running on the BRSACO0514 server;

Database	Description
Braga.br.scania.com	Prossess application for Truck
Delta.br.scania.com	New Data Warehouse – Development
Ipira.br.scania.com	New Data Warehouse – Acceptance

- SLAPBIGW_Prod for production environment running on the BRSACO0513 server.

Database	Description
Penha.br.scania.com	Prossess application for Bus
Moema.br.scania.com	Prossess application for Truck

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

51(68)

To (department acronym name)

For information (department acronym name)

Erere.br.scania.com	Data Warehouse
Franca.br.scania.com	New Data Warehouse – Production
PowerBI Folder SLA	Folder for SLA

If you have PowerBi report on the Cloud please check the Gateway connection and change to the SLAPBIGW_Test or SLAPBIGW_Prod according to list above.

Settings for Quality Gate Truck

This dataset has been configured by Marcius.Nishida@scania.com.

[Refresh history](#)

▲ Gateway connection

To use a data gateway, make sure the computer is online and the data source is added in [Manage Gateways](#). If you're using an On-premises data gateway (standard mode), please select the corresponding data sources and then click apply.

Use a data gateway



Gateway	Department	Contact information	Status	Actions
<input checked="" type="radio"/> SLAPBIGW_Test	LITA	Marcius.Nishida@scani...	✓ Running on BRSACO0514	

Data sources included in this dataset:

Oracle("server":"braga.br.scania.com")	Maps to: <input type="text"/> BRAGA.br.scania.com O ▾
--	---

<input type="radio"/> SLAPBIGW_Prod	LITA	Marcius.Nishida@scani...	✗ Not configured correctly	
-------------------------------------	------	--------------------------	---	--

You have no personal gateways installed. [Learn more](#)

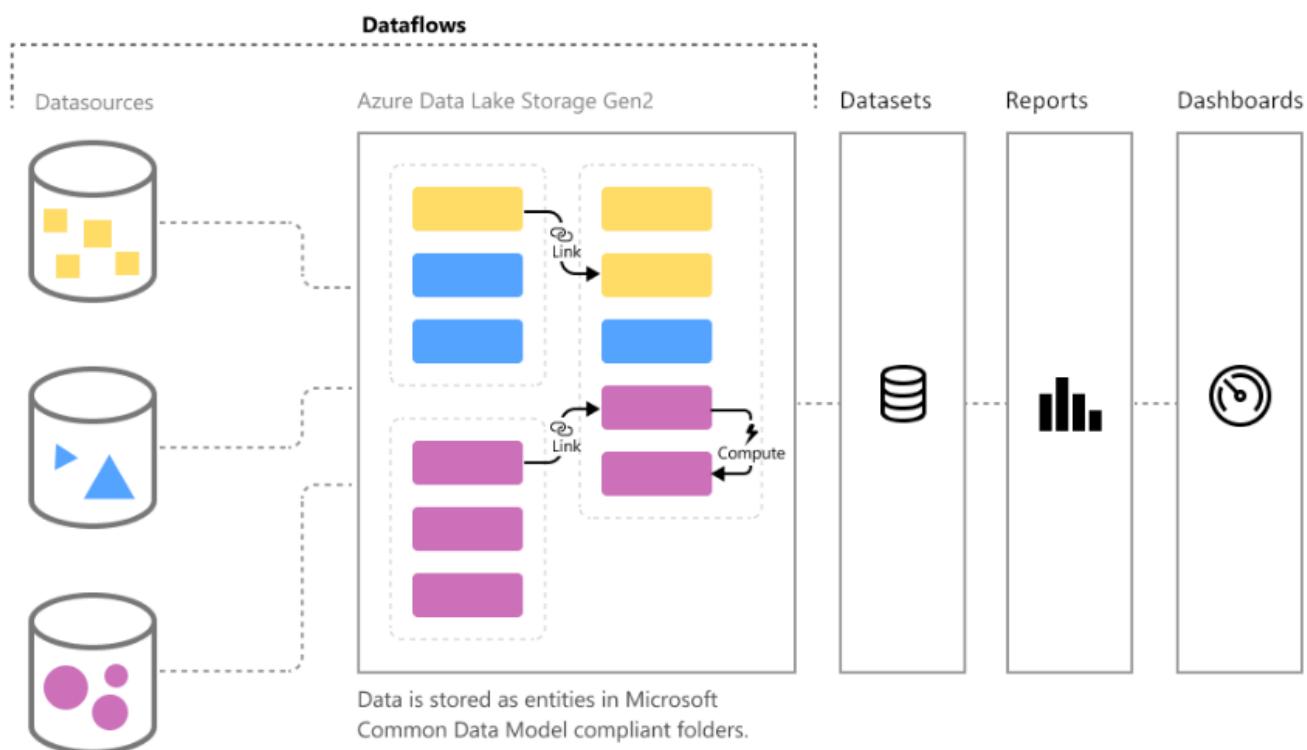
[Install now](#)[Apply](#)[Discard](#)



Data Flow

As the PowerBI Gateway has been implemented in Brazil the Data Flow feature is available now to be used where you can your dataflow taking data in many different data sources.

More details please read the link <https://docs.microsoft.com/en-gb/power-bi/service-dataflows-overview>



The data sources available to use on the Data Flow are:

- SLAPBIGW_Test for test environment running on the BRSACO0514 server;

Database	Description
Braga.br.scania.com	Process application for Truck
Delta.br.scania.com	New Data Warehouse – Development
Ipira.br.scania.com	New Data Warehouse – Acceptance



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

53(68)

To (department acronym name)

For information (department acronym name)

- SLAPBIGW_Prod for production environment running on the BRSACO0513 server.

Database	Description
Penha.br.scania.com	Prossess application for Bus
Moema.br.scania.com	Prossess application for Truck
Erere.br.scania.com	Data Warehouse
Franca.br.scania.com	New Data Warehouse – Production
PowerBI Folder SLA	Folder for SLA

The steps to use Data Flow are:

- 1) If you would like to use the Data Flow taking data from Data Warehouse your name must be included on the data sources first, if your username is not included yet so open a request by Jira please for the group **POWER BI - Platform (POWERBI)** ordering permission on the data source.

The screenshot shows the 'Data Source Settings' page for a data source named 'SLAPBIGW_Test'. On the left, under 'GATEWAY CLUSTERS', 'SLAPBIGW_Prod' is expanded, showing 'BRAGA.br.scania.com Oracle' selected. Below it are 'IPIRA.br.scania.com Oracle' and 'DELTA.br.scania.com Oracle'. A 'Test all connections' button is at the bottom of this list. On the right, the 'Users' tab is active, showing a list of users who can publish reports using this data source. 'Marcius Yukio Nishida' is listed with a checkbox next to it. A yellow 'Add' button is located at the top right of the user input field. A 'Remove' button is at the bottom right of the user list.

- 2) On the PowerBI in the Cloud press Create button and after Data Flow:



SCANIA

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

54(68)

To (department acronym name)

For information (department acronym name)

The screenshot shows the Power BI Cloud Dataflows workspace. At the top, there's a search bar labeled "Search content...". Below it, a navigation bar includes "Dashboards", "Reports", "Workbooks", "Datasets", and "Dataflows", with "Dataflows" being the active tab. On the right, a sidebar titled "Dashboard" lists "Report", "Dataset", "Streaming dataset", and "Dataflow". The main area features a small icon of a computer monitor and text stating "You don't have any dataflows". A note below says "All dataflows in this workspace will be here."

3) Press the Add New Entities:

The screenshot shows the "Start creating your dataflow" screen. It features two main sections: "Define new entities" and "Import Model".
Define new entities: Choose a data source to define the entities for your dataflow. You can map your data to [standard Common Data Model entities](#), or define custom entities instead.
[Learn more](#)
Add new entities
Import Model: Choose a dataflow model to import into your workspace.
[Learn more](#)
Import model



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

55(68)

To (department acronym name)

For information (department acronym name)

4) Choose the Oracle database:

Choose data source

All categories File Database Azure Online services Other Search

Data sources

Access File	Excel File	JSON File	PDF File	Text/CSV File
XML File	Amazon Redshift Database	IBM Db2 database Database	MySQL database Database	Oracle database Database
PostgreSQL database Database	SQL Server database Database	Sybase database Database	Teradata database Database	Vertica Database
Azure Blobs Azure	Azure Data Explorer (Kusto) Azure	Azure SQL Data Warehouse Azure	Azure SQL database Azure	Azure Tables Azure
Common Data Service Online services	Microsoft Exchange Online Online services	Salesforce objects Online services	Salesforce reports Online services	SharePoint Online list Online services
SharePoint folder Online services	Smartsheet Online services	Active Directory Other	OData Other	Odbc Other

Templates

Accounts, leads, opportunities Salesforce Online services	Lead to cash Dynamics 365 for Sales Online services	Leads, opportunities Dynamics 365 for Sales Online services	Quotes, orders, invoices Dynamics 365 for Sales Online services
---	---	---	---

5) Fill the server, On-Premises data gateway, authentication kind, username and password:

Connect to data source

Connection settings

Server
braga.br.scania.com

Connection credentials

On-premises data gateway
[Admin] SLAPBIGW_Test

Authentication kind
Basic

Username
[ENCRYPTED]

Password

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

56(68)

To (department acronym name)

For information (department acronym name)

6) Choose the tables to create your data flow:

Choose data

Search

Display options ▾

- PROSSESS.CHA_MUV_310
- PROSSESS.CHA_MOV_310_SAV
- PROSSESS.CHA_MOV_SAV
- PROSSESS.CHARGE_CLUSTER
- PROSSESS.CHASSIS
- PROSSESS.CHASSIS_AUDIT
- PROSSESS.CHASSIS_FD_RECUP_INTERS
- PROSSESS.CHASSIS_LIG1
- PROSSESS.CHASSIS_LIG2
- PROSSESS.CHASSIS_SPEC
- PROSSESS.CHRONOTACHY
- PROSSESS.CIMI_AFTERTINEDATES
- PROSSESS.CLUST_CHA_SOUTIEN
- PROSSESS.CLUSTER_WORKPLACE
- PROSSESS.COMMANDE_MAGASIN_T30
- PROSSESS.COMPOSANT_RETRAIT
- PROSSESS.COND_PREPA_FFU
- PROSSESS.CONDITION_PARAM_FFU
- PROSSESS.CONTROLE_BATTERIES
- PROSSESS.DEFAULT
- PROSSESS.DEFAULT_KD_BUS
- PROSSESS.DEVIATION
- PROSSESS.DPT_CLUSTER
- PROSSESS.DPT_PLAN
- PROSSESS.ECHANTILLON
- PROSSESS.EMPLACEMENT

Select related tables

7) Your data flow is ready to be used and you can also create an agenda for refresh:

Entities Machine learning models

Edit entities Add entities Close

ENTITY NAME	ENTITY TYPE	ACTIONS
PROSSESS PARAM_FFU	Custom	



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

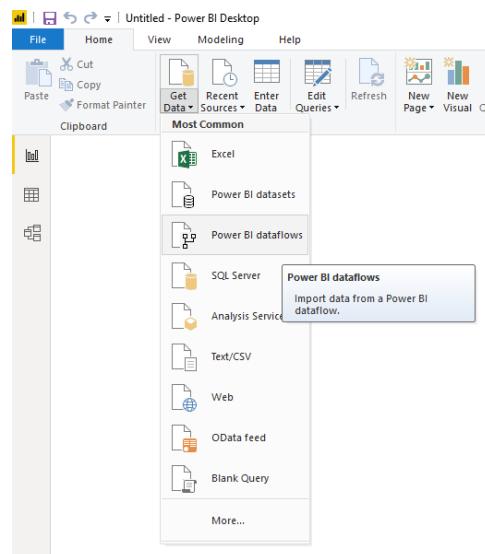
Page

57(68)

To (department acronym name)

For information (department acronym name)

- 8) If you open PowerBI desktop, press Get Data button and choose the option PowerBI Data Flows:



- 9) Your data flow will be showed as data source:



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

58(68)

To (department acronym name)

For information (department acronym name)

- 10) The data will be showed and you can use also others data sources where the Get Data button will not be disabled.

The screenshot shows the Power BI Desktop interface. The ribbon at the top has tabs: File, Home, View, Modeling, Help, Format, and Data / Drill. The 'Home' tab is selected. In the 'Clipboard' section of the ribbon, there is a 'Get Data' button, which is highlighted with a red box. Below the ribbon is a large data grid. The grid has columns labeled VAR353, TYPE, LIGHT_FFU, LIBELLE, BODY_FFU, ALLOWEDONLINE, REALISE, and REALISE_FFU. The data grid contains 15 rows of vehicle-related data. The first few rows include: FFU N FFU comb - Mining Chile, HUB cap for driving axle, serie 60 years; FFU N Scania Peru 6x4 Off-road combination; FFU N 500l fuel tank; FFU N 65th anniversary - R460 Vehicle accessories FFU; FFU N 8x4 - Tipper Complete Vehicle (Rossetti); FFU N 8x4 Tipper Complete Vehicle (Randon tipper); FFU N ACL Lincoln 10x4*6; FFU N ACL Lincoln 6x4; FFU N ACL Lincoln 8x4; FFU N Adjustments of OPC parameters for mining trucks; FFU N Air restrict. indicator; FFU N Air tank relocation from position J to E; FFU N Alcoholt interlock (not in use).

VAR353	TYPE	LIGHT_FFU	LIBELLE	BODY_FFU	ALLOWEDONLINE	REALISE	REALISE_FFU
0	FFU	N	FFU comb - Mining Chile	N	Y		N
0	FFU	N	HUB cap for driving axle, serie 60 years	N	Y		N
0	FFU	N	Scania Peru 6x4 Off-road combination	N	N		N
0	FFU	N	500l fuel tank	N	Y		N
0	FFU	N	65th anniversary - R460 Vehicle accessories FFU	N	Y		N
0	FFU	N	8x4 - Tipper Complete Vehicle (Rossetti)	N	N		N
0	FFU	N	8x4 Tipper Complete Vehicle (Randon tipper)	N	Y		N
0	FFU	N	ACL Lincoln 10x4*6	N	N		N
0	FFU	N	ACL Lincoln 6x4	N	N		N
0	FFU	N	ACL Lincoln 8x4	N	N		N
0	FFU	N	Adjustments of OPC parameters for mining trucks	N	Y		N
0	FFU	N	Air restrict. indicator	N	N		N
0	FFU	N	Air tank relocation from position J to E	N	N		N
0	FFU	N	Alcoholt interlock (not in use)	N	N		N



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Page

59(68)

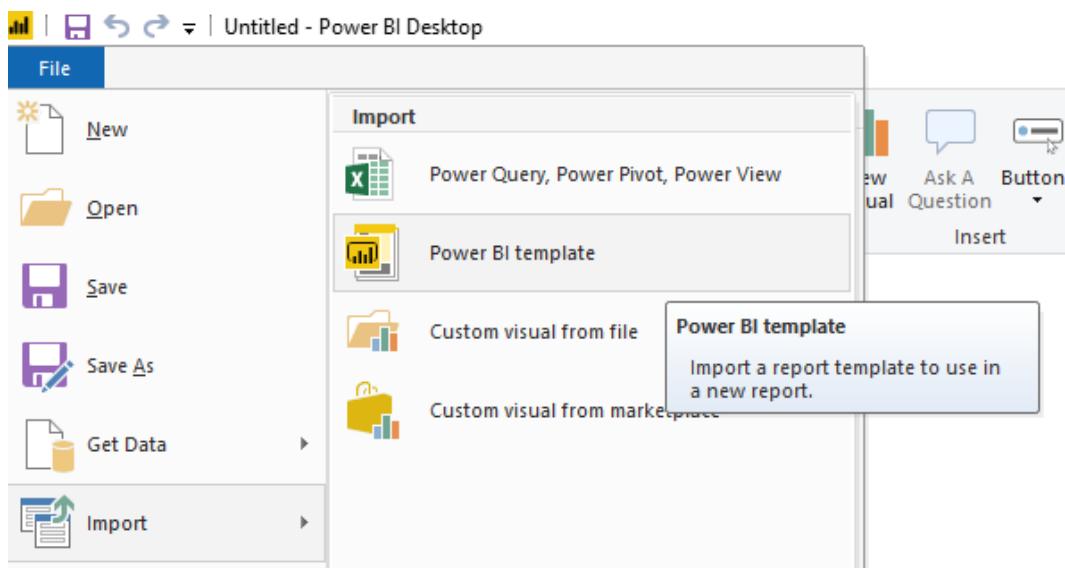
To (department acronym name)

For information (department acronym name)

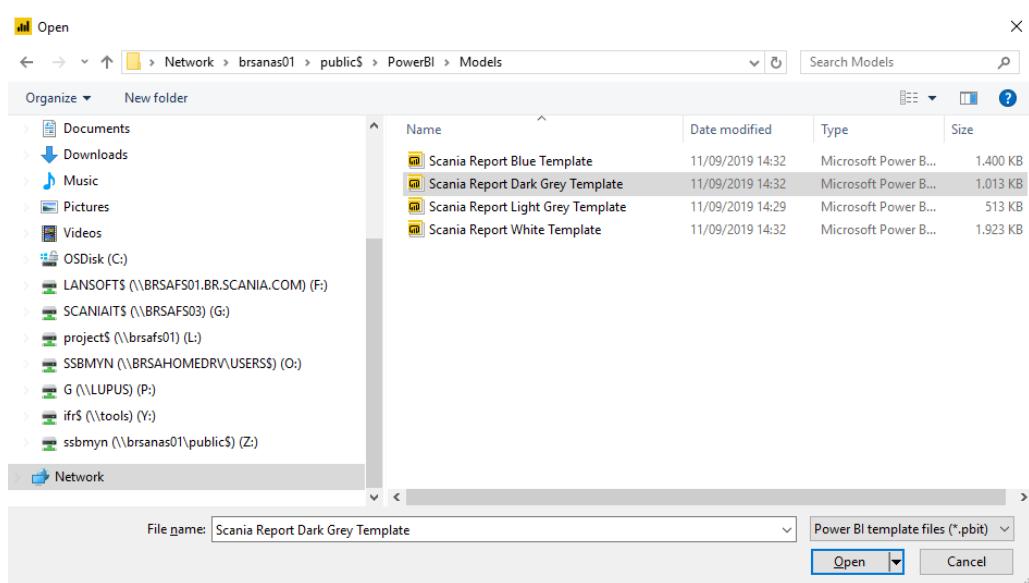
Scania Template and Theme

If you would like to use the Scania template or theme on the PowerBI the step-by-step is:

- PowerBI Template: Menu File\Import\PowerBI Template:



- Fill the path [\\brsanas01\public\\$\PowerBI\Models](\\brsanas01\public$\PowerBI\Models) and choose a template:





Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

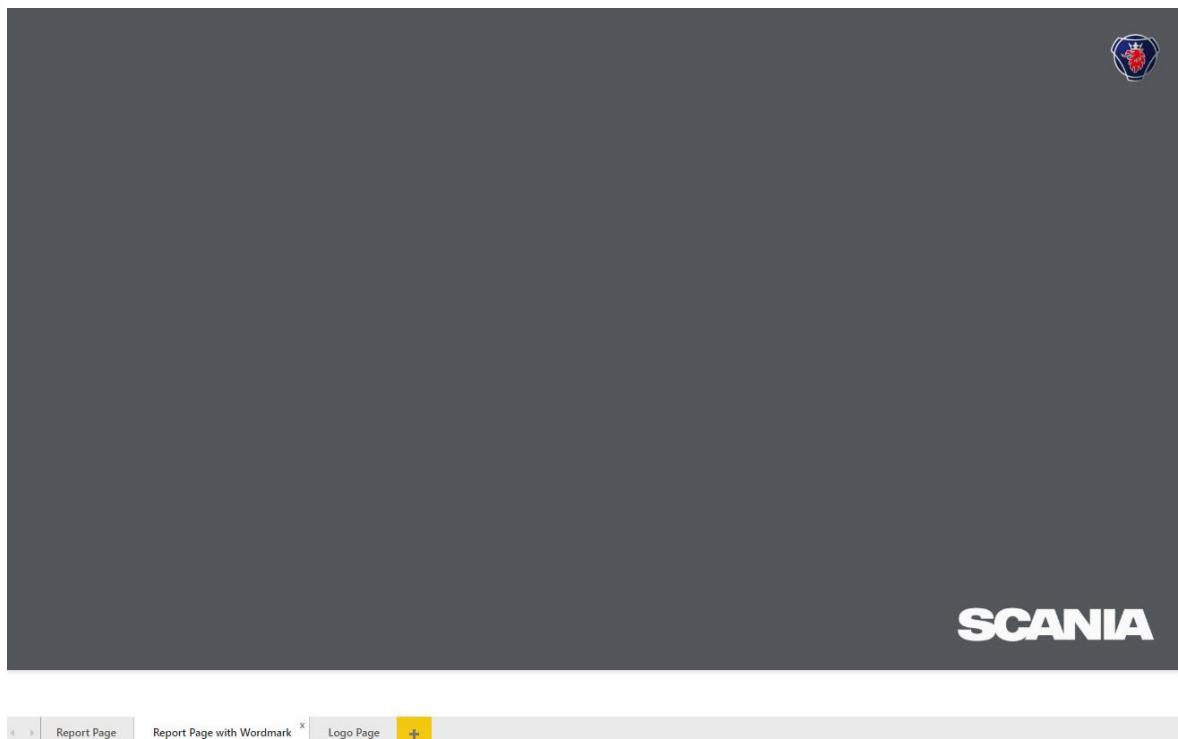
Page

60(68)

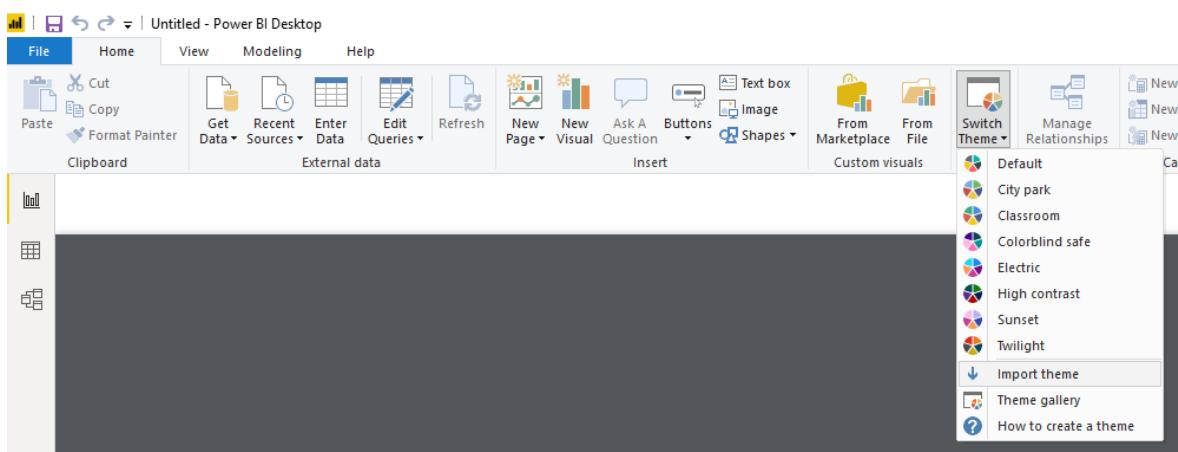
To (department acronym name)

For information (department acronym name)

- c) The template will be loaded with Scania logo:



- d) PowerBI Theme: Menu Home\Switch Theme\Import theme:



- e) Fill the path [\\bbrsanas01\public\\$\PowerBI\Themes](\\bbrsanas01\public$\PowerBI\Themes) and choose a theme:



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

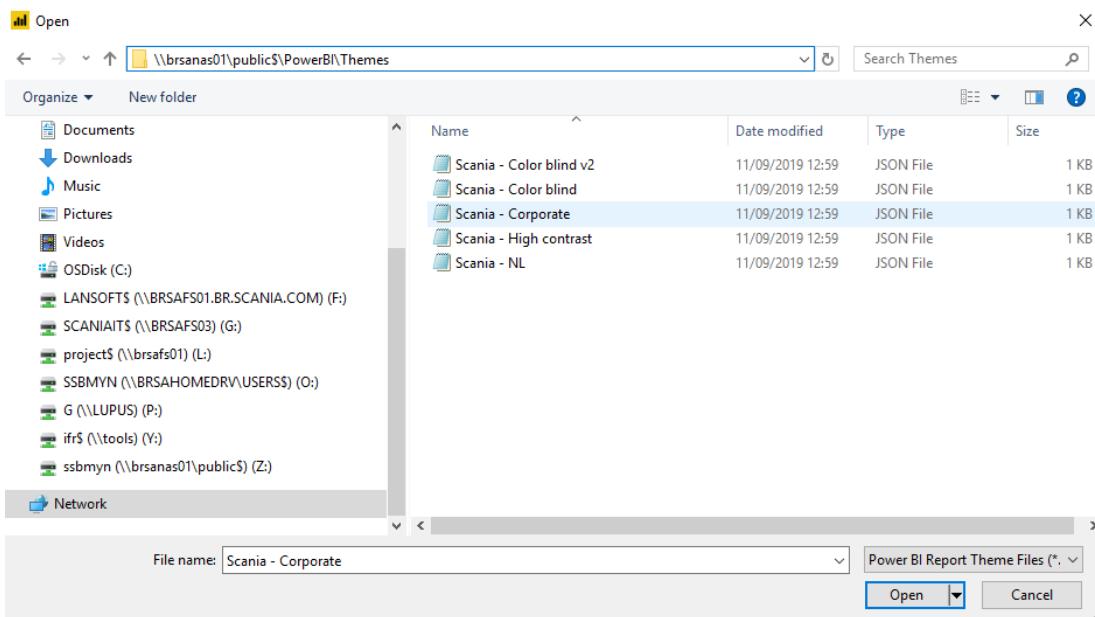
Internal

Page

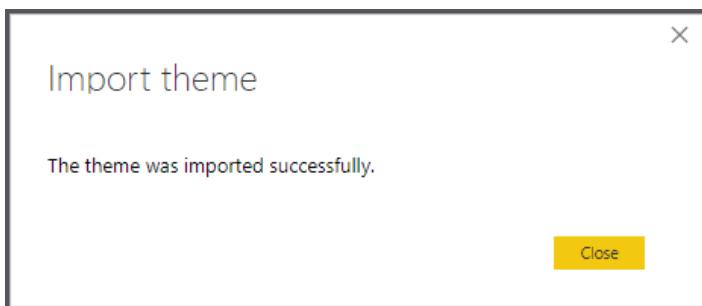
61(68)

To (department acronym name)

For information (department acronym name)



f) You will receive a message as below:



**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

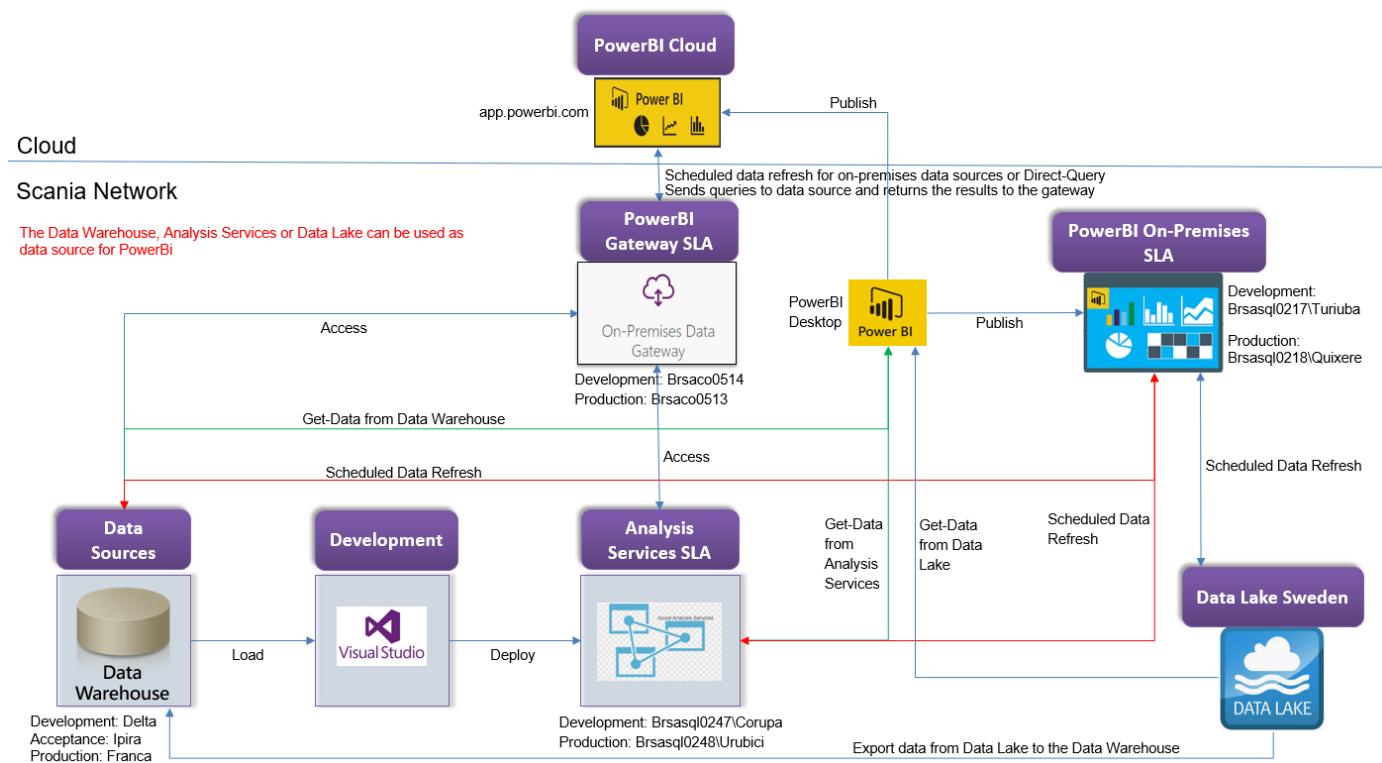
Page

62(68)

To (department acronym name)

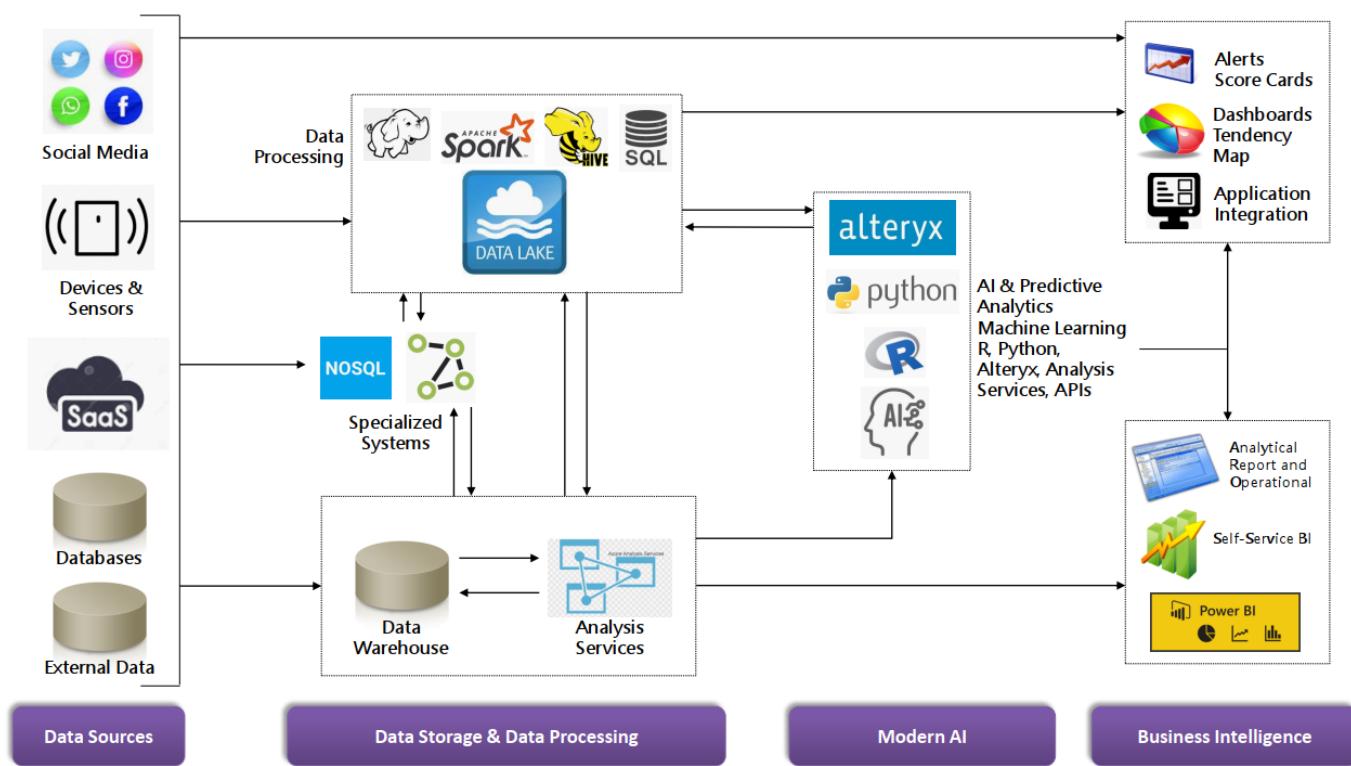
For information (department acronym name)

PowerBI Architecture





General Architecture



**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

64(68)

To (department acronym name)

For information (department acronym name)

Incremental Refresh PowerBI Pro

That functionality is now released for PowerBI PRO license and if you have a big dataset in PowerBI taking information from database you can do the incremental refresh avoiding the timeout for example.

Please watch this video to know how it works

<https://www.youtube.com/watch?v=03CLJib9O8s&feature=youtu.be>



Approved by (department acronym, name)
LITA
Issued by (department acronym name phone)
LITA – Marcus Nishida - 3693

Document type
POWERBI_CLOUD - GUIDE
File name
PowerBI_v10
Date
2018-09-01
Issue
1
Info class
Internal
Page
65(68)

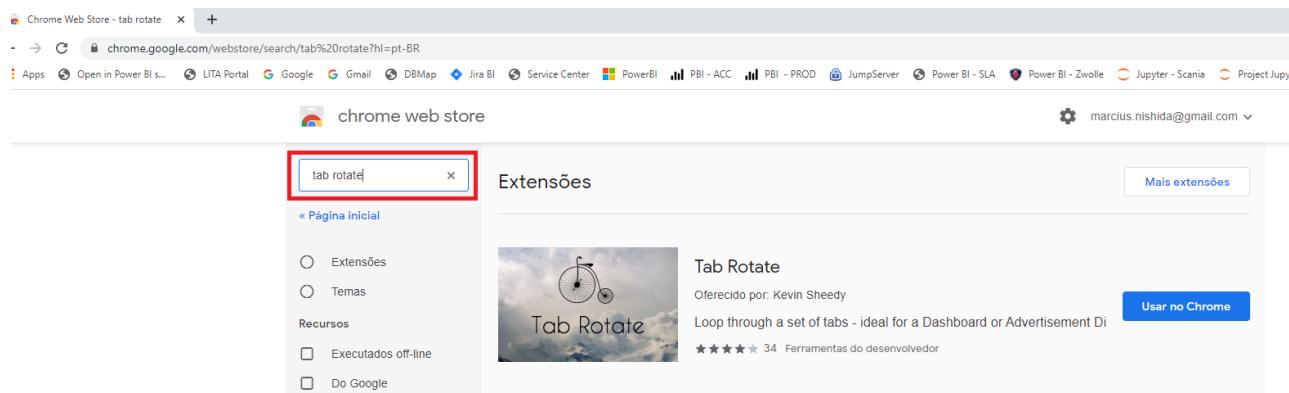
To (department acronym name)

For information (department acronym name)

Tab Rotate and Refresh in PowerBI

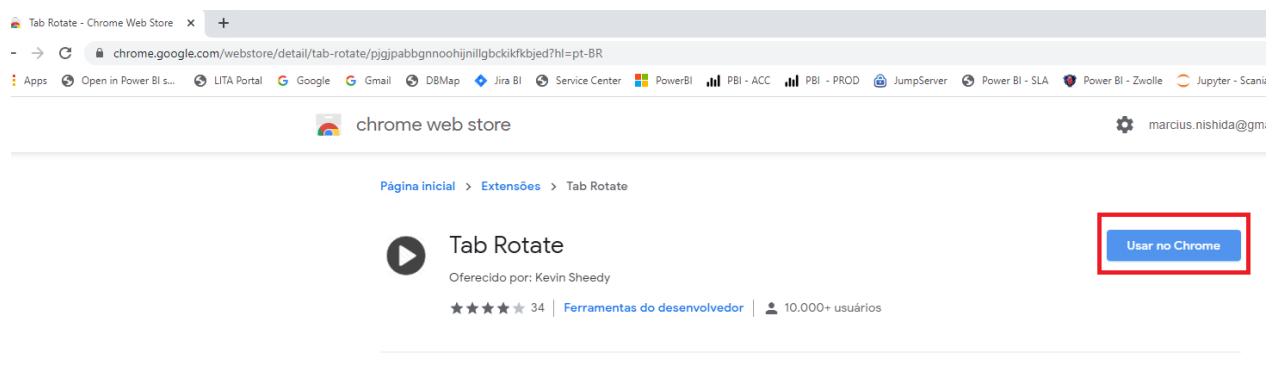
If you would like to run your PowerBI report on TV changing the tab and refresh automatically on Google Chrome please follow the instructions below:

- 1) Open the URL
https://chrome.google.com/webstore/category/collection/everyday_extensions?hl=pt-BR by Google Chrome;
- 2) Find the Tab Rotate extension;



The screenshot shows the Google Chrome Web Store interface. A search bar at the top contains the text 'tab rotate'. Below the search bar, the results are displayed under the heading 'Extensões'. A single extension, 'Tab Rotate', is listed. It features a thumbnail of a bicycle wheel, the text 'Tab Rotate', and a brief description: 'Loop through a set of tabs - ideal for a Dashboard or Advertisement'. A blue button labeled 'Usar no Chrome' is visible on the right side of the extension card.

- 3) Click on Usar em Chrome button and add the extension:



The screenshot shows the detailed view of the 'Tab Rotate' extension on the Google Chrome Web Store. At the top, the extension's name 'Tab Rotate' is displayed along with its developer, 'Kevin Sheedy'. Below this, the extension has a rating of 3.4 stars from 34 reviews and 10,000+ users. A prominent blue button labeled 'Usar no Chrome' is located on the right side of the page. Navigation links at the bottom include 'Visão Geral', 'Comentários', 'Suporte', and 'Itens Relacionados'.

- 4) Fill the URL Report with your report link, time duration in seconds and also the time in reload interval and save the configuration:

**SCANIA**

Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Issue

1

Info class

Internal

Page

66(68)

To (department acronym name)

For information (department acronym name)

Tab Rotate Options

Config Source:

- Local Storage
- Remote Url

```
{
  "settingsReloadIntervalMinutes": 1,
  "fullscreen": false,
  "autoStart": false,
  "lazyloadTabs": false,
  "websites": [
    {
      "url": "http://powerbisla.br.scania.com/reports/powerbi/Pilot/PowerBI_Test_DirectQuery",
      "duration": 5,
      "tabReloadIntervalSeconds": 5
    },
    {
      "url": "https://app.powerbi.com/groups/a0c929b3-7918-4a87-86c6-335ac96d4b98/reports/3b7cd9fd-f06f-4cb6-9e4d-f0ea7",
      "duration": 5,
      "tabReloadIntervalSeconds": 5
    }
  ]
}
```

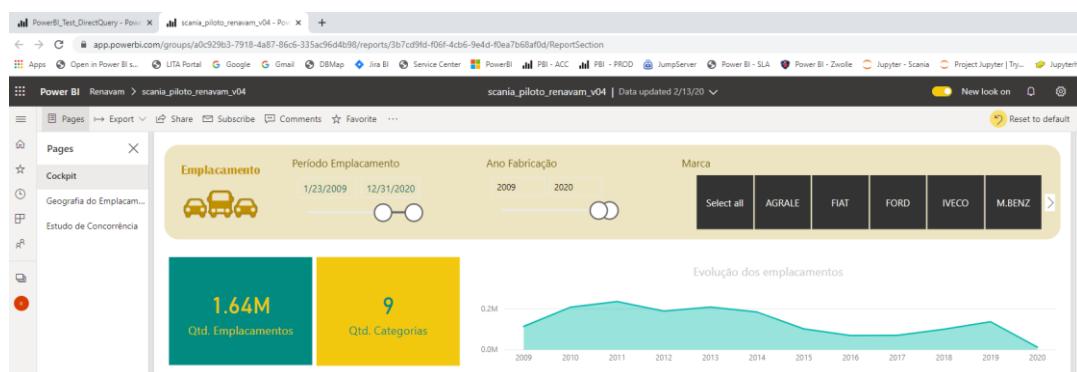
JSON: Valid

[Cancel](#)[Save](#)

- 5) Click on the Play button on the right side to run the PowerBI reports:



- 6) The Google Chrome will run the reports changing the tabs automatically:





Approved by (department acronym, name)
LITA
Issued by (department acronym name phone)
LITA – Marcius Nishida - 3693

Document type
POWERBI_CLOUD - GUIDE
File name
PowerBI_v10
Date
2018-09-01
Issue
1
Info class
Internal
Page
67(68)

To (department acronym name)

For information (department acronym name)

- 7) If you want to show the report in fullscreen mode just to include the parameter **?chromeless=true** on the final URL, it works only in PowerBI Cloud. Example:
<https://app.powerbi.com/groups/a0c929b3-7918-4a87-86c6-335ac96d4b98/reports/3b7cd9fd-f06f-4cb6-9e4d-f0ea7b68af0d/ReportSection?chromeless=true>



Approved by (department acronym, name)

LITA

Issued by (department acronym name phone)

LITA – Marcius Nishida - 3693

Document type

POWERBI_CLOUD - GUIDE

File name

PowerBI_v10

Date

2018-09-01

Info class

Internal

Issue

1

Page

68(68)

To (department acronym name)

For information (department acronym name)

Ordering the PowerBI Premium Capacity

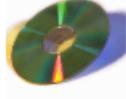
Starting January 1, 2020, the service Power BI Premium Capacity Workspace is no longer centrally financed based on a central decision from Pricing And Calculation Council (PACC) December 2019.

Therefore, the existing workspaces assigned to premium capacity need to re-order their premium capacity in order to keep it.

Each workspace using premium capacity will cost 250 SEK per month. In order to keep the premium capacity on your workspace, make sure you put an order in
http://orderit.scania.com/Site/PackageDetails_View.aspx?ProductId=PKG-1024&CategoryTitle=Application%20Roles&CategoryId=CAT-486&node=CAT-279 before April 1st 2020.

It is a prerequisite to include the name of your workspace in the order before checkout.

Customise Package

Power BI Desktop and Application: Order Power BI Desktop and/or License Order Access for Power BI Application		Power BI Capacity Premium Workspace:  <input type="radio"/> None [0,00 SEK & 0,00 SEK] <input type="radio"/> Power BI Desktop Cloud [0,00 SEK & 0,00 SEK] <input type="radio"/> Power BI Pro Licences, Cloud [0,00 SEK & 0,00 SEK] <input type="radio"/> Power BI Desktop on Prem [0,00 SEK & 0,00 SEK] <input type="radio"/> Power BI Application New and Cancel [0,00 SEK & 0,00 SEK] <input checked="" type="radio"/> Power BI Premium Capacity Workspace [0,00 SEK & 0,00 SEK]
--	---	---

All workspaces which currently have premium capacity but have not ordered it through OrderIT by March 31st will have the premium capacity turned off starting April 1st.

A reminder will be sent out in the end of March, but we recommend you do this as soon as possible.