Q1. Why is publishing and sharing reports more important than just building dashboards in Power BI Desktop?

Answer:

Power BI Desktop is mainly used for creating reports, visualizations, and data models. However, creating dashboards alone does not add much value unless the insights are shared with stakeholders. Publishing and sharing reports are more important because data-driven decision-making requires collaboration and accessibility.
When reports are published to Power BI Service, they become available online and can be accessed by multiple users anytime and anywhere. Sharing ensures that managers, executives, and team members can view real-time data insights without needing Power BI Desktop installed. It also allows automatic data refresh, centralized access, and version control. Thus, publishing and sharing transform static dashboards into actionable business intelligence tools.

Q2. Define Power BI Service and explain its role compared to Power BI Desktop.

Answer:

Power BI Service is a cloud-based platform provided by Microsoft that enables users to publish, share, and manage Power BI reports and dashboards. It acts as the online environment where reports created in Power BI Desktop are deployed.
Power BI Desktop is mainly used for data preparation, modeling, and report creation. It works offline and is suitable for developers and analysts. On the other hand, Power BI Service focuses on collaboration, sharing, security, scheduling data refreshes, and user access management. In short, Power BI Desktop is used for report development, while Power BI Service is used for report distribution and consumption.

Q3. What does publishing a report mean in Power BI? Mention any two outcomes.

Answer:

Publishing a report in Power BI means uploading a Power BI Desktop (.pbix) file to the Power BI Service cloud platform. This process makes the report available online.
Two important outcomes of publishing a report are:

1. The report becomes accessible through Power BI Service and can be shared with users.
2. Dashboards can be created from the report visuals, and data refresh can be scheduled automatically.

Q4. Explain the steps involved in publishing a report from Power BI Desktop to Power BI Service.

Answer:

The steps involved in publishing a report are as follows:

1. Design and complete the report in Power BI Desktop.
2. Sign in to the Power BI Service account from Power BI Desktop.
3. Click on the **Publish** option available in the Home tab.
4. Select the destination workspace where the report should be published.
5. Confirm the publishing process.
6. Once published, access the report through Power BI Service.

This process ensures that reports are securely stored and accessible to authorized users.

Q5. Explain the difference between a Report and a Dashboard in Power BI.

Answer:

A report is a collection of visuals that are created using a single dataset. It can have multiple pages and offers high interactivity such as filtering, drill-down, and cross-highlighting. Reports are created using Power BI Desktop.
A dashboard, on the other hand, is a single-page view created in Power BI Service. It can contain visuals pinned from multiple reports and datasets. Dashboards provide a high-level overview of business performance and are mainly used by executives for quick insights.

Basis	**Report**	**Dashboard**
Structure	Multiple pages	single page
Source	One dataset	Multiple datasets
Interactivity	Highly interactive	Limited interactivity
Creation	Power BI Desktop	Power BI Service

Q6. Explain different ways of sharing reports in Power BI Service with examples.

Answer:

Power BI provides multiple ways to share reports:

1. Direct Sharing
Reports can be shared directly with specific users via email.
Example: A sales manager shares a report with team members.

2. Workspace Sharing
Users are added to a workspace with predefined roles.
Example: A project team collaborates on report development.

3. Power BI Apps
Reports are packaged as an app and shared with a large audience.
Example: Organization-wide sales performance app.

Each method offers different levels of control and security.

Q7. Explain the four workspace roles in Power BI and their responsibilities.

Answer:

1. **Admin** – Full control over workspace, users, and content.
2. **Member** – Can create, edit, and publish reports and dashboards.
3. **Contributor** – Can create and edit content but cannot publish apps.
4. **Viewer** – Can only view reports and dashboards.

These roles help in managing access control and ensuring data security.

Q8. Why are Power BI Apps considered more secure and scalable than direct sharing?

Answer:

Power BI Apps provide centralized access and controlled distribution of reports. They ensure that users see only approved content and prevent unauthorized editing. Apps support role-based access, version control, and consistent user experience. From a scalability perspective, Apps can be shared with a large number of users without managing individual permissions, making them ideal for enterprise-level reporting.

Q9. Explain Row-Level Security (RLS) in Power BI with an example.

Answer:

Row-Level Security (RLS) is a feature that restricts data visibility for users based on predefined rules. It ensures that users see only the data relevant to them.
Example: A regional sales manager can view sales data only for their assigned region, while the same report is used across the organization. RLS enhances data privacy and security without creating separate reports.

Q10. What are the risks of sharing reports without Apps, roles, or RLS? How do best practices help?

Answer:

Risks:

- Unauthorized access to sensitive data.
- Data leakage or misuse.
- Lack of control over report versions.

Best Practices:

- Use Power BI Apps for distribution.
- Assign appropriate workspace roles.
- Implement Row-Level Security.
- Regularly monitor access permissions.

These practices ensure secure and reliable data sharing.