1. Create and configure workspace
   1. Login to Power BI service (<https://app.powerbi.com>)
   2. Create a new workspace.
   3. Publish the report from Power BI desktop to the above workspace. View the relationship between the semantic model and report using Lineage view
2. Endorse semantic model
   1. Promote the semantic model to be discovered. Update the dataset image to cycle-icon.jpg.
3. Provide access to semantic model
   1. In M365 admin, add additional users with Pro licenses. Then, share the semantic model with them, assigning different permissions as needed.
4. Subscription and comments
   1. Open the report and create an hourly subscription that sends a preview image and link. Test it by running the subscription.
   2. Add comments to report and visuals
5. Create dashboards
   1. Open the report. Filter the report by Accessories. Pin Profit %, Total Sales Amount card visuals and Total Sales Amount by Country map visual to a new dashboard **Accessories Insights**
   2. Next, pin the entire report to the same dashboard
   3. Create a few featured questions to semantic model. These questions will appear when the Q&A field is used in the dashboard.
6. Share assets
   1. Share the report to users
   2. Share the dashboard to users
7. Assign workspace roles
   1. Add Pro license users as workspace contributors.
   2. Sign in as these contributors to access the report and start a discussion using comments.
8. Configure and update a workspace app
   1. Create an app to share dashboard and reports with business users.