



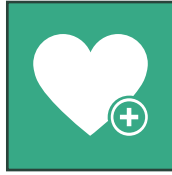
Power BI Data Analyst 4

The Five-Layer model for Business Intelligence



Share

Collaborate and distribute insights to others



Visualize

View results, get insights, and play with reports and dashboards



Analyze

Define business views and implement calculations in analytical models



Prepare

Transform, cleanse, and combine data



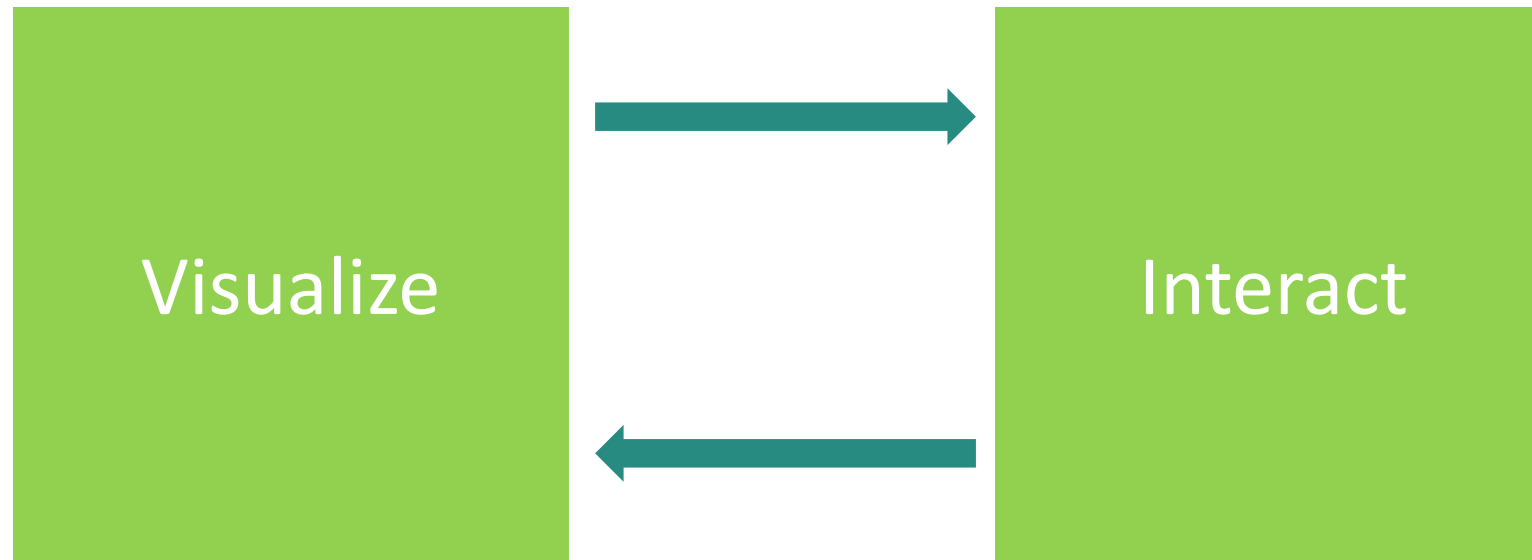
Connect

Discover data and extract data from source



Building reports

Visual reporting



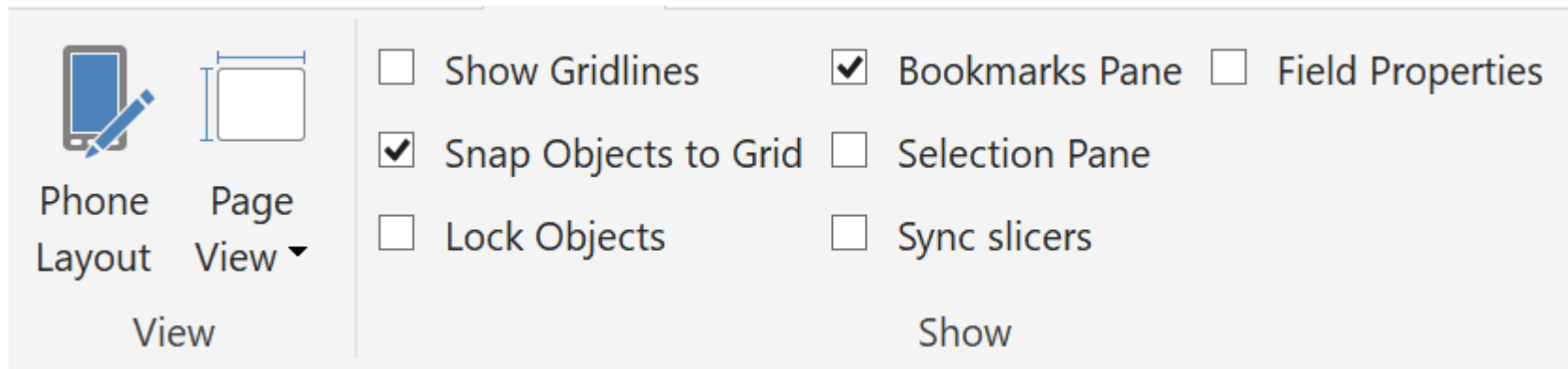
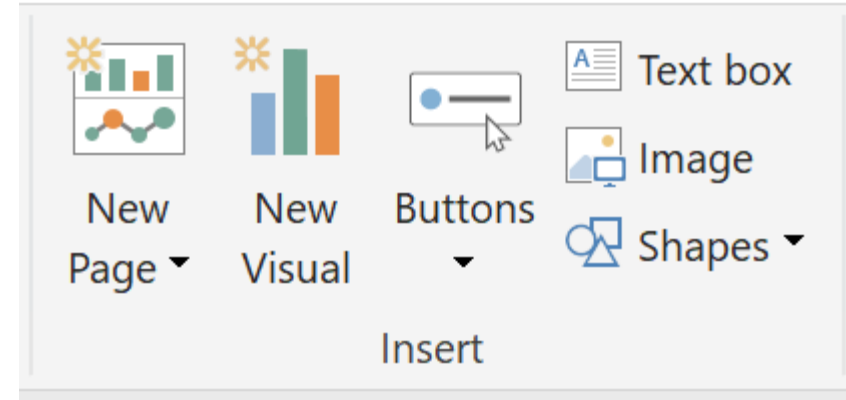
Power BI reports

- A report consists of:
 - Pages with visuals (web & phone lay-out)
 - Filters (visual, page, report level)
 - Interactions between pages
 - Bookmarks
- A report page consists of:
 - Visuals
 - Other objects
 - Interactions between visuals

The Power BI Desktop ribbon

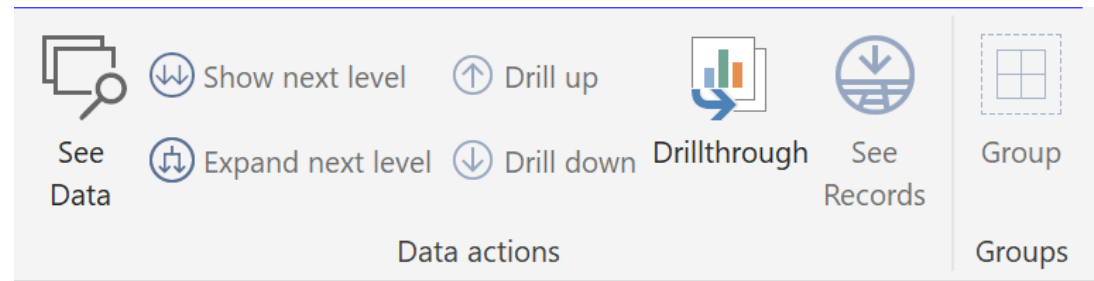
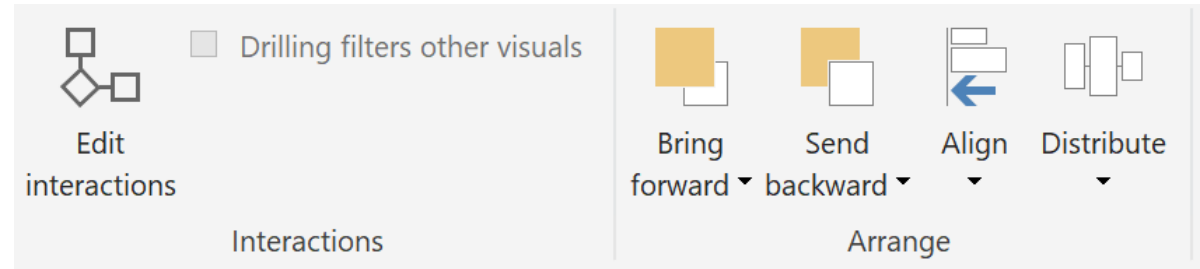
1: the Insert section

2: the View tab



The ribbon (2)

- The Format tab
- The Data/Drill tab



Power BI visuals

- Fields: measures, attributes, filters
 1. Each visual has its own fields, but all act like pivot tables in Excel
 2. Create drill-down by dropping more attributes in a field
- Visuals
 1. Bar/column charts, combo-charts, funnel
 2. Pie/donut charts, tree map
 3. Maps
 4. Cards
 5. Slicers
 6. Table & Matrix

Formatting visuals

- Formatting pane
- Each visual has its formatting features; some formatting is available for all visuals
- Use a (json) theme file

Visual interactions

- Configure this through the 'Edit Interactions' button
- Select a visual
- Set interaction for all other visuals: filter/highlight/none

Filters

- Filters are automatically added on the visual level
- Additional filters can be set on page and report level

The (new) filter pane allows for:

- Formatting the filter area
- Hiding and locking filters
- Showing applied filters on each visual

Interaction between pages

- Drill-through
 - Create a drill-through page through a drill-through filter (or more)
 - Note the 'Keep all filters' option!
 - Drill-through will be enabled on any visual where a drill-through field is filtered
 - Power BI will add a 'Back' button to the drill-through page automatically
 - Best practice: hide the drill-through page
- Report page tooltip
 - Create by setting the tooltip formatting option on page level
 - Set the appropriate page size
 - Visuals that support report page tooltips have a tooltip option in the formatting pane
 - Best practice: hide the tooltip page
- Slicer syncing
 - Set this through the 'Sync slicers' pane
 - When copying a slicer, Power BI will ask whether to sync

Bookmarks

- Create bookmarks through the Bookmarks pane
- Bookmarks will capture the current state of a page
- Show or hide items through the Selection pane
- You can add buttons to jump to a bookmark