

## **Data Analysis using Excel 2016 – Level 1 – Report Builders**

### **COURSE OVERVIEW:**

This course lays the foundation for Power BI Report Builder using Excel. Report Builders will learn everything they need to create highly effective PivotTable and PivotChart reports using data sources that are created using Excel. Topics covered include an overview of the PowerPivot add-in, creating effective and professional reports, creating data driven narratives, effectively applying different chart styles, using data hierarchies, and creating simple custom data calculations.

### **WHO WILL BENEFIT FROM THIS COURSE?**

Report Builders

### **PREREQUISITES:**

Excel level 1, PivotTable & Pivot Chart skills; plus a basic understanding of database concepts is useful, but not required.

### **COURSE OBJECTIVES:**

Create highly effective PivotTable and PivotChart reports using data sources that are created using Excel

### **COURSE OUTLINE:**

#### **Lesson 1: Introducing PowerPivot**

- What Is Power BI for Excel?
- What is PowerPivot?
- Power BI for Excel Key Features
- The Self-Service BI Model
- PowerPivot Components

#### **Lesson 2: Defining a Report**

- What is a PowerPivot Report?
- Defining a Report
- Data-Driven Storytelling

#### **Lesson 3: Understanding PowerPivot Data**

- Understanding Data Terminology
- Understanding Tables
- Understanding Relationships
- Diagnosing Data Models
- Data Model Schemas

#### **Lesson 4: Create Reports using PowerPivot Data**

- Making Changes to PowerPivot Data
- Creating PowerPivot PivotTables
- Creating PowerPivot PivotCharts
- Creating Slicers
- Graphing Data

**Lesson 5: Creating PowerPivot Functions**

- Calculated Columns
- What is DAX?
- Understanding DAX Functions
- Common DAX Functions
- Dates and Date Functions

**SUNSET LEARNING INSTITUTE (SLI) DIFFERENTIATORS:**

Sunset Learning Institute (SLI) has been an innovative leader in developing and delivering authorized technical training since 1996. Our goal is to help our customers optimize their cloud technology investments by providing convenient, high quality technical training that our customers can rely on. We empower students to master their desired technologies for their unique environments.

What sets SLI apart is not only our immense selection of trainings options, but our convenient and consistent delivery system. No matter how complex your environment is or where you are located, SLI is sure to have a training solution that you can count on!

**Premiere World Class Instruction Team**

- All SLI instructors have a four-year technical degree, instructor level certifications and field consulting work experience.
- Sunset Learning has won numerous Instructor Excellence and Instructor Quality Distinction awards since 2012

**Enhanced Learning Experience**

- The goal of our instructors during class is ensure students understand the material, guide them through our labs and encourage questions and interactive discussions.

**Convenient and Reliable Training Experience**

- You have the option to attend classes at any of our established training facilities or from the convenience of your home or office with the use of our HD-ILT network (High Definition Instructor Led Training)
- All Sunset Learning Institute classes are guaranteed to run – you can count on us to deliver the training you need when you need it!

**Outstanding Customer Service**

- Dedicated account manager to suggest the optimal learning path for you and your team
- Enthusiastic Student Services team available to answer any questions and ensure a quality training experience