

DATA VISUALIZATION

with PowerBi

RM 2,600

19 & 20 OCTOBER 2026 | 9 AM - 5 PM

**MALAYSIA HR FORUM ACADEMY
LEVEL 12, LOT 12A, MENARA PKNS PETALING JAYA,
JALAN YONG SHOOK LIN, 46050 PETALING JAYA**



Sophie: 010-861 1851 | sophie@malaysiahrforum.com | malaysiahrforum.com

MODULE OVERVIEW

The Power BI fundamental level course is designed to provide participants with a fundamental understanding of Power BI, a powerful data visualization and analysis tool. Participants will learn how to connect to and transform data, create visualizations, build reports, and share their findings with others. The course will cover the basics of Power BI Desktop, Power BI Visualizations, Creating Reports, Power BI Dashboard, Power BI Sharing, Power BI Mobile App, and Power BI Service

TARGETED PARTICIPANTS

The training is targeted employees who working using PowerBI and/or to leverage on data visualization and analysis tool

DURATION

2 Days

LEARNING OBJECTIVES

- Understand the benefits of using Power BI
- Connect to different data sources and transform data for analysis
- Create various visualizations including tables, charts, maps, and custom visualizations
- Format, customize and interact with visualizations
- Create reports with calculated columns and measures
- Understand the concept of Power BI dashboard and be able to create dashboards with visualizations
- Share reports and dashboards with other Power BI users and collaborate on shared reports
- Access reports and dashboards using the Power BI mobile app
- Publish reports to the Power BI Service and share them with others
- Collaborate with other users on shared reports within the Power BI Service

LEARNING OUTCOMES

By the end of the training, participants able to:

- Understand the benefits of using Power BI
- Connect to different data sources and transform data for analysis.
- Create various visualizations including tables, charts, maps, and custom visualizations.
- Format, customize and interact with visualizations.
- Create reports with calculated columns and measures.
- Understand the concept of Power BI dashboard and be able to create dashboards with visualizations.
- Share reports and dashboards with other Power BI users and collaborate on shared reports.
- Access reports and dashboards using the Power BI mobile app.
- Publish reports to the Power BI Service and share them with others.
- Collaborate with other users on shared reports within the Power BI Service.

Overall, this course aims to equip participants with a strong foundation in Power BI and the skills required to create data visualizations, build reports, and share insights with others.



CONTENTS

DAY 1 | 9 AM - 5 PM

Module 1: Overview of Power BI

- List core features of Power BI and its application
- Define fundamentals of data sources
- Identify different ways to load data from Excel
- Difference between Reporting and Dashboard

Module 2: Data Relationships

- Define data relationship
- Working with Primary, Foreign keys
- Examples of cardinality and multiplicity
- The need for custom columns

Module 3: Loading Data

- Basics of data sources
- Load data from CSV files
- Load data from JSON files
- Load data from web sites

Module 4: Power BI Dashboard

- Basics of transforming data for visualisation
- Visualisation with tables
- Visualisation with charts
- Visualisation with maps
- Use of Filters and Slicers

Module 5: Transforming Data with Power Query Editor

- Remove unwanted characters
- Handling duplicate rows
- Handling custom date formats
- Split data into separate columns



CONTENTS

DAY 2 | 9 AM - 5 PM

Module 6: Format Visualisation

- Edit table formats
- Edit chart formats
- Edit map formats

Module 7: Basics of Power BI Reporting

- Use of fill down
- Approach to drill down hierarchical data
- Use of matrix
- Use of measures

Module 8: Mobility

- Power BI Mobile App
- View and interact with Mobile App

Module 9: More on Power BI Reporting

- Use of bookmarks
- Understand the use of DAX
- Basics of DAX
- Functions and context

