

# € TRAINING

Power BI ■ SharePoint Online and Mastering  
SharePoint 2019





# Power BI & SharePoint Online and Mastering SharePoint 2019

## First Week Power BI - SharePoint Online

### Introduction:

Power BI offers a wide variety of capabilities, ranging from custom data connectors to custom dashboard visuals. In this course shines a spotlight on one of its most powerful and practical features: dataflows. Using dataflows in Power BI, you can easily ingest, transform, integrate, and enrich data from a wide variety of sources. It will explain how to boost efficiency and eliminate duplicate work by using dataflows to scale the extract, transform, and load ETL process across many users of Power BI data and dashboards. It demonstrates how to connect to various data sources within the Power BI cloud platform; leverage Power Query Online to transform data into useable data sets accessible to users; connect a Power BI Desktop file to a Power BI dataflow in the cloud; share dataflows to ensure that several users can connect to the same ETL process; schedule refresh schedules for those dataflows.

In this course, you will learn how to use the fundamental concepts and tools of Power BI, Office 365, SharePoint Online, Microsoft Excel 2016, and Excel Online to build business solutions that help your organization move forward.

### Course Objectives:

At the end of this course the participants will be able to:

- Analyze, transform and present data rapidly
- Understand the Power BI platform
- Set up queries to extract and transform data
- Create efficient data models
- Design and publish interactive reports
- Use DAX calculations confidently

### Targeted Audience:

- Power Users
- Developers
- BI developer
- Business Analysts
- Technical Specialist

### Course Outlines:

#### Unit 1: Introduction to the Power BI Platform:

- Power BI Platform Architecture
- Datasets and External Data Sources
- Power BI Integration with SaaS Applications
- Understanding Power BI Workspaces
- Creating Reports and Dashboards with Power BI

## Unit 2: Shape and Extract Data using Power Query:

- Power Query
- Power Query Editor
- Connecting to External Data Sources
- Transforming and Reshaping Data
- Publishing Queries to the Data Catalog

## Unit 3: Modeling Data for Analytics using Power Pivot:

- Data Modeling with Power Pivot and the Tabular Model
- Understanding Tables and Table Relationships
- Introduction to Data Analysis Expression language DAX
- Extending Tables with Calculated Columns and Measures
- Creating Dimensional Hierarchies

## Unit 4: Support Time Intelligence by Extending Datasets:

- Understanding Evaluation Contexts
- Creating a Time Dimension Table
- DAX Time Intelligence Support
- DAX Time Intelligence Functions

## Unit 5: Building Dashboards and Reports with Power BI:

- Designing Reports using Power BI Visualizations
- Creating Interactive Reports using Filters and Slicers
- Creating Power BI Dashboards

## Unit 6: Building Dashboards for Mobile Devices:

- Power BI Architecture for Mobile Devices
- Power BI Apps and Supported Mobile Platforms
- Configuring Mobile Devices for Power BI
- Dashboard Design Principles for Mobile Devices

## Unit 7: Building and Deploying Power BI Content Packs:

- Content Packs and the Content Gallery
- Organizational Content Packs
- Customizing and Personalizing Content Packs
- Data Security with Content Packs

## Unit 8: Utilizing the New BI Featured in Excel 2016:

- Data Model Support in Excel 2016
- Power Query Enhancements in Excel 2016
- Power Pivot Enhancements in Excel 2016
- Creating PivotTables, Graphs, and Charts from a Data Model
- Designing Dashboards with Excel 2016

## Second Week Mastering SharePoint 2019

### Introduction:

SharePoint 2019 is intended to be more engaging, versatile, mobile, and user-friendly. This course will provide you with all you need to advance your Microsoft SharePoint skills. To gain an advantage over other SharePoint developers, learn how to maximize your talents using lists and libraries, team sites, branding, and communication sites.

By the end of the course, you'll have mastered SharePoint 2019 and be able to confidently apply what you've learned in your organization and to develop your career.

### Course Objectives:

At the end of this course the participants will be able to:

- Improve and advance your intermediate skills
- Learn how to create a SharePoint application and then go through all of the new features that SharePoint 2019
- Learn how to set up and administer your SharePoint business site on the cloud
- Discover how to collaborate with Microsoft's other products and services
- Learn several useful tips, tricks, and best practices
- Create websites and pages using the new modern user experience
- Use the SharePoint Framework to create SharePoint Add-Ins
- Manage documents with OneDrive and SharePoint
- Enhance user experience through advanced features of SharePoint lists
- Change the look and feel of a SharePoint site
- Use webhooks to receive notifications on events in the SharePoint list
- Enable users to find relevant content using SharePoint search capabilities

### Targeted Audience:

- Web developers
- Architects
- Admins
- Business professionals, or anyone who uses or is familiar with the SharePoint platform and wants to take their skills to an advanced level.
- Those who simply want to validate their skills against the new features in SharePoint 2019 will also benefit from the course.

### Course Outlines:

#### Unit 1: Course Intro and Modern User Experience:

- The course overview
- Modern Sites - Team Site
- Modern Sites - Communication Site
- Modern Lists and Libraries

- Modern Pages and Web Parts

## Unit 2: SharePoint Branding:

- What is branding in SharePoint?
- SharePoint Server Publishing
- Using Site Themes
- Using Site Designs

## Unit 3: Office 365 and SharePoint integration:

- Document Library versus Onedrive
- Document Management in SharePoint
- Sync SharePoint and OneDrive
- Document Collaboration
- Exporting SharePoint Data

## Unit 4: SharePoint Search:

- Overview of Search
- Search Center
- Content Availability
- Search Results
- Search Indexing

## Unit 5: SharePoint Webhooks:

- What Are Webhooks?
- Environment Setup
- Create Webhooks
- Handle Requests

## Unit 6: SharePoint Add-Ins and SharePoint Framework:

- Overview of SharePoint Add-Ins and SharePoint Framework
- Create an Add-In
- Create Custom Panel
- Debugging
- Deploy Add-In

## Unit 7: PowerApps and Flow 1

- Introduction to PowerApps and Flow
- PowerApps: Creating an App
- PowerApps: Customizing Form
- PowerApps: Running and Managing the App

## Unit 8: PowerApps and Flow 2

- Flow: Creating a Workflow - Defining Triggers
- Flow: Creating a Workflow - Applying Steps and Actions

- Flow: Running and Managing a Workflow