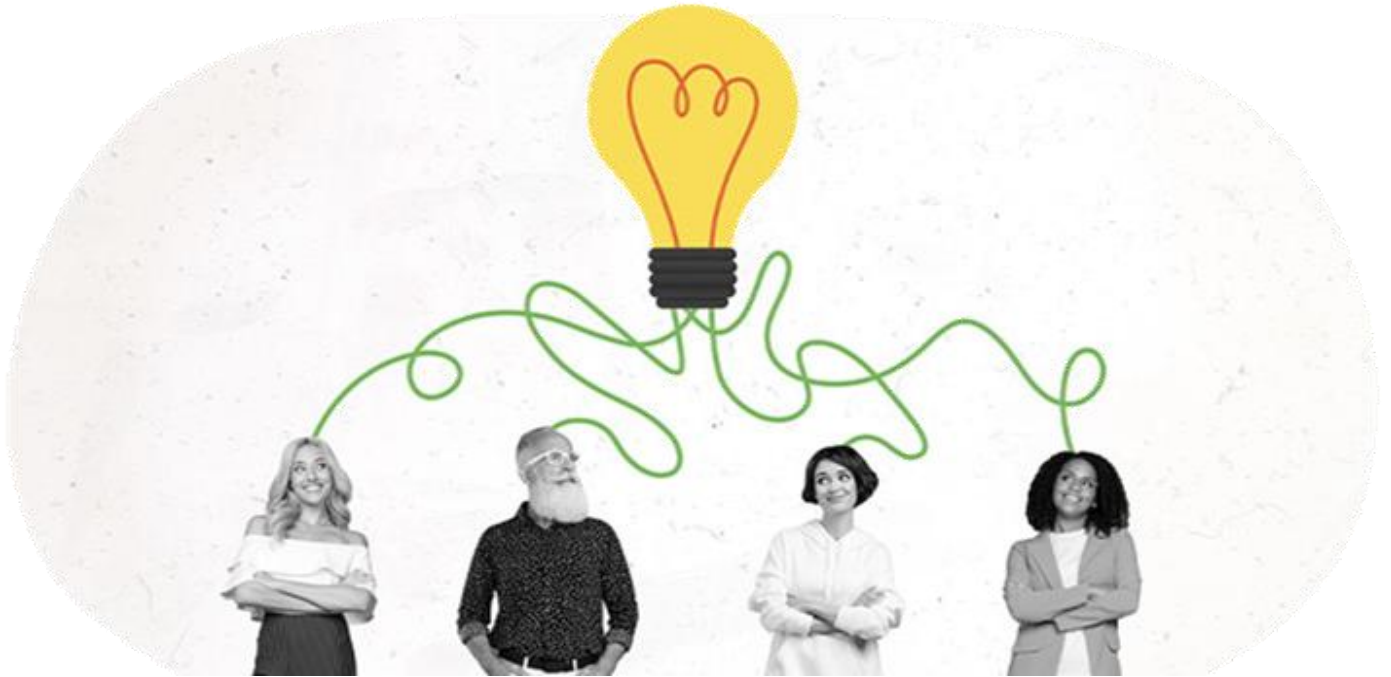




Introduction to Visualization & Analytics using Microsoft Power BI (1 Day)

Date : Wed, 13th May 2026
Time : 9:00 AM – 5:00 PM (AWST – Perth)
Delivery : Live Virtual via Zoom
Price : AUD 360 per participant





COURSE OVERVIEW

The Introduction to Visualization and Analytics using Microsoft Power BI course is designed to provide participants with a comprehensive understanding of the basics of data visualization and analytics using the powerful tool, Microsoft Power BI. Over the span of 1 day, participants will learn how to leverage Power BI to transform raw data into insightful visualizations and gain valuable business insights. The course will cover fundamental concepts, hands-on exercises, and practical examples to help participants develop the skills necessary to create compelling reports and dashboards.

LEARNING OUTCOMES

By the end of the programme, participants will be able to:

- Understand the key concepts and components of Microsoft Power BI.
- Import and prepare data from various sources for visualization and analysis.
- Create visually appealing and interactive reports using Power BI Desktop.
- Design interactive dashboards to monitor and analyze business data.



WHO SHOULD ATTEND

This program is ideal for:

- Managers and professionals working with business data
- Business and data analysts
- Finance, sales, marketing, and HR professionals
- Excel users transitioning to Power BI dashboards
- Organisations aiming to build data-driven decision-making skills

COURSE FEATURES

- Pre-Training Assessment to benchmark participants' current knowledge and skill level
- 30-Day Post-Training Support for implementation guidance and follow-up queries



COURSE OUTLINE

INTRODUCTION TO POWER BI AND DATA PREPARATION.

Module 1: Introduction to data visualization and analytics

- To understand the importance of data visualization and analytics in making informed business decisions.

Module 2: Overview of Microsoft Power BI and its components

- Learn about the different components of Power BI, including Power BI Desktop, Power BI Service, and Power BI Mobile.

Module 3: Connecting to various data sources

- Explore how to connect Power BI to different data sources such as Excel, databases, and cloud services.

Module 4: Importing and transforming data in Power BI

- Learn how to import data into Power BI and perform data transformation tasks such as cleaning, filtering, and shaping data for analysis.

Module 5: Cleaning and shaping data for analysis

- Understand how to handle data quality issues, remove duplicates, handle missing values, and apply transformations to prepare data for analysis.

Module 6: Building relationships between data tables

- Learn how to establish relationships between different tables in Power BI to create meaningful connections for analysis.



CREATING REPORTS AND VISUALIZATIONS

Module 7: Using Power BI Desktop for report creation

- Explore the Power BI Desktop interface and learn how to create reports from scratch.

Module 8: Formatting and customizing visualizations

- Discover various formatting options available in Power BI to customize the appearance of visualizations, such as colors, fonts, and backgrounds.

Module 9: Adding interactive elements like filters and slicers

- Understand how to create interactive elements such as filters and slicers to enable users to explore data dynamically.

Module 10: Choosing appropriate chart types for effective visualization

- Understand different chart types available in Power BI and learn when and how to use them to effectively visualize data.

Module 11: Applying formatting and layout techniques to enhance reports

- Learn best practices for formatting reports, organizing visualizations, and creating visually appealing and intuitive reports.

Module 12: Developing interactive dashboards in Power BI

- Learn how to combine multiple reports and visualizations into a cohesive dashboard for holistic data analysis.

Module 13: Creating drill-through actions and navigating hierarchies

- Explore drill-through actions to allow users to navigate from a summary report to detailed information, and understand how to create hierarchies to analyze data at different levels of granularity.



COURSE TRAINER



SUMMARY :

Darshan didn't start his career as a data guru—he became one because he believed people shouldn't be intimidated by data. With over a decade of experience in data analytics, data storytelling, visualization, and most recently, AI literacy, Darshan has made it his life's work to bridge the gap between complexity and clarity. Darshan leads a team committed to helping professionals harness the power of data and AI tools—not just in theory, but in action. Whether you're trying to make sense of dashboards or wondering how to integrate ChatGPT or Power BI into your work, Darshan has likely taught someone like you how to do it—and do it well.

He's trained thousands across major corporations and government agencies, including Shell, Petronas, MOF, TNB, Maybank, CIMB, and RHB. His sessions are renowned for being practical, jargonfree, and tailored for real-world application—from boardrooms to operations floors. What makes Darshan stand out isn't just his technical know-how, but his rare ability to make complex ideas simple and actionable. His workshops are where Excel users become data storytellers, where HR teams discover talent insights, and where business leaders start making smarter, data-informed decisions.



Why Organisations Choose CSG

- ✓ Real business data and reporting use cases
- ✓ Hands-on dashboard and visualization exercises
- ✓ Delivered by experienced data analytics practitioners
- ✓ Practical datasets, templates, and guided exercises
- ✓ Immediate application to workplace reporting and decision-making