



Add On Certificate Program
on
Microsoft Power BI

L:32 Hours

Objective	The Objective of the course is to make BBA students inculcate a culture of innovation and imparting quality education for students. This helped students to gain a fundamental understanding of how to build engaging reports with Power BI Desktop.
Date	7 th Dec to 24 th Dec 2020
Organized by	Management Department
Resource Person	Ms. Bharti Singhal & Mr. Deepak Goel, Edu4sure
Beneficiary	BBA I & II year students (118)
Expected Outcome	At the completion of this course, the students were able to load data from various data sources, classifying the data, quickly structuring, easily add calculations to it and to create and publish nice-looking charts in just a few minutes.
Content	With the initiative of IQAC, Mangalmay Institute of Management Technology organized add on certification course on “Microsoft Power BI”. The course was intended for BBA I & II year students. With the initiative of IQAC, Mangalmay Institute of Management Technology organized a certification course on “Power Business Intelligence Certification Program”. The Microsoft Power BI is one of the most widely used business intelligence and data analytics platforms in the world. The class started off with some theoretical background followed with installation of Power BI software on their respective desktop where they learned and practiced the software. The expert taught about the usage of this software that how to use data in complex data mashups using in-house data sources, data preparation, data discovery, and dashboards with the same design tool. Also students got to know that how can they quickly and easily gather data from a variety of sources, and then cleanse and transform that data with just a few clicks, how can one enhance the results by integrating disparate data sources and adding simple calculations and how to explore your data with visualizations and simple dashboards.



Evaluation	Students having attendance of 90% and above will be eligible to appear for the examination. Successful candidates shall be awarded with certificates.
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Schedule

S. No	Topic	Hours	Date
1	Introduction power BI Desktop: overview, power BI versions, why power Bi, how does it work, power BI data, model	2	7-Dec-20
2	visualization, menu, tools, data storing, get data, making data power BI friendly, data modelling.	2	9-Dec-20
3	Basic Visuals: Stacked Bar Charts	2	10-Dec-20
4	Map & conditional formatting slicer, row card & multi row card, tree-map over pie chart	2	11-Dec-20
5	scatter chart, line chat, forecasting table vs matrix, funnel chart and ribbon chart,	2	12-Dec-20
6	Hierarchy tree, advanced donut chart,	2	14-Dec-20
7	scroller, waterfall chart,	2	15-Dec-20
8	multi-dimensional slicer, tornado chart and bubble chart	2	16-Dec-20
9	Customized tooltip, edit interactions,	2	17-Dec-20
10	append query, merge query, designing report:	2	18-Dec-20
11	edit report, export to power point & PDF	2	21-Dec-20
12	embed code generation setting, manage permissions & content pack, mail subscription	2	22-Dec-20
13	Entering Data, Fonts, Fills, and Alignment	2	23-Dec-20
14	Cut, Copy, and Paste, Paste Special, Undo and Redo, Moving, Finding, and Replacing a Value	2	23-Dec-20



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15	Cell Styles, Creating Formulas , AutoSum, Common Formulas	2	24-Dec-20
16	Searching for Formulas, Page Breaks, Print Area, Headers and Footers, Scaling	2	23-Dec-20