

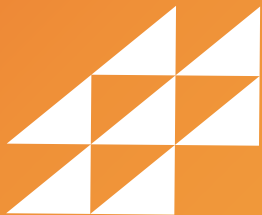
Data Centralization and Storytelling with Power BI



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Agenda

1. The Importance of Data Storytelling
2. What is Power BI?
3. Getting Started with Power BI
4. Work Shop



The Importance of Data Storytelling

What is Data Storytelling?

Data storytelling is the practice of using data to communicate insights and make information more relatable and understandable.



Why is Data Storytelling Important?

It allows us to transform raw numbers into visuals and narratives that can inform and engage an audience.





What is Power BI?



Getting Started with Power BI

- Download the data source
- Connect the data source to Power BI
- Create a report
- Add visualizations

Let's Workshop



Step 1: Launch Power BI Desktop

Power BI Desktop is a free Windows application

If you have not downloaded the app, you can download here:

<https://www.microsoft.com/en-us/download/details.aspx?id=58494>



Step 2: Connect to Data

- Click on the “Home” tab in the Power BI desktop
- Click “Import data from Excel”
- Choose your data source
- Select the specific data tables you want to use
- Click “Load” to load the data into Power BI

Step 3: Data Cleaning

- If you need to clean your data, you can use Power Query Editor
- Click “Transform data” on the “Home” tab
- Use Power Query to clean your data, as needed
- Click “Close and Apply” when you’re done with cleaning

*There are limited capabilities with Power BI desktop. If you need to edit individual cells, it is best to edit your source data directly then re-upload to the Power BI app

Step 4: Create Report

- To organize the report, you can create multiple report pages
- Click on the “+” at the bottom to add a new report page
- Rename the page to an appropriate title
- Add visualizations to each page

Step 5: Create & Customize Visualizations

- Go to “Visualizations” on the right side of the app
- Drag and drop fields from your data onto the appropriate sections of the visualization
- Customize your visualizations by adjusting formatting options, colors and labels in the “Format” and “Visualizations” panes

Step 6: Add Filters

- You can add filters to allow users to filter the report by different variables
- Add a table and then select from the options to filter

Step 7: Save and Share

- When you are done working on your report, click “File” and “Save” to save your report
- You can use this report in a presentation or send to others with the Power BI desktop app

*With Power BI Service, you can publish your report to its cloud platform and share more widely

Resources

Free Power BI Desktop App Download

<https://www.microsoft.com/en-us/download/details.aspx?id=58494>

Getting Started with Power BI Microsoft Training Module

<https://learn.microsoft.com/en-us/training/modules/get-started-with-power-bi/>

Power BI Basic Concepts Microsoft Training Module

<https://learn.microsoft.com/en-us/power-bi/consumer/end-user-basic-concepts>

LinkedIn Learning – Power BI Essential Training

https://www.linkedin.com/learning-login/share?account=2354850&forceAccount=false&redirect=https%3A%2F%2Fwww.linkedin.com%2Flearning%2Fpower-bi-essential-training-17362720%3Ftrk%3Dshare_ent_url%26shareId%3DKWsyN2xyQqCA0LbXyjVWCQ%253D%253D



Thank You!

Do you have any questions?



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