Power BI
Made Simple with AI

Course Objective

This course is designed for learners who want to quickly master how Power BI works and discover how AI assistance can make creating dashboards faster and easier. It will also equip you with the practical skills to use Power BI as a powerful tool for data analytics, with a special focus on integrating Copilot Chat.

Target Audience

This course is ideal for business professionals, those who are familiar with Microsoft Excel and wish to enhance their skill with AI, and anyone who needs to create, analyse, and share data insights at work.

Full Fees (inclusive 9% GST)

All: $414.20

Opt for customised group training to unlock cost-effective quotes from us on top of following quantifiable/qualitative benefits:

- ✓ Receive tailored recommendations and dedicated support from our team of specialists
- ✓ Benefit from course content adapted to your organisation's context, enriched with industry-focused case studies
- ✓ Achieve higher training effectiveness through relatable and practical learning
- ✓ Strengthen team bonding and cohesion through shared learning experiences
- ✓ Enjoy full flexibility in course scheduling and venue selection

Key Takeaways

At the end of the workshop. Learners will be able to:

- ✓ Understand the fundamentals of Power BI Desktop and its role in transforming data into actionable business insights
- ✓ Navigate the Power BI environment confidently and apply best practices for report and dashboard development.
- ✓ Import clean and transform data efficiently using Power Query Editor and AI-assisted features.
- ✓ Leverage AI capabilities to automate data preparation tasks, such as generating email addresses, splitting names, and creating new data columns.
- ✓ Create basic and quick measures to perform meaningful data calculations and analysis.
- ✓ Design interactive reports and dashboards using Power BI's visualisation tools and formatting features.
- ✓ Extract Apply built-in AI tools such as Q&A, Smart Narratives, Decomposition Tree, and AI-assisted data transformation to uncover insights faster.
- ✓ Use natural language prompts and AI chat capabilities to create visuals, generate DAX measures, and obtain formula or KPI recommendations.

Key Takeaways (continued)

- ✓ Build, publish, and share dashboards through the Power BI Service for workplace collaboration and decision-making.
- ✓ Combine Power BI's analytical capabilities with AI-powered assistance to enhance productivity, streamline reporting, and support data-driven decisions.

Training Methodologies

Presentation, demonstration and hands-on activities.

Assumed Skills

- ✓ Learners must be able to read, write, speak and understand basic English at lower Secondary school level
- ✓ Learners must be able to operate a personal computer, use keyboard and mouse

Schedule | Venue | Contacts

Dates [2026]: 6 Nov, 29 Dec

Duration: 1-day, 9am-5pm (7 hours)

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Registration

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