<!doctype html><html lang="en"><head><meta charset="utf-8"><title>Power BI for Data Analysis &
Reporting — Course content</title><style>
@page { size: A4; margin: 16mm 15mm 18mm; }
* { box-sizing: border-box; }
body { margin: 0; font: 10.5pt/1.5 'Segoe UI', Inter, Arial, sans-serif; color: #13233D; }
h1, h2, h3 { font-family: 'Segoe UI Semibold', 'Segoe UI', Arial, sans-serif; color: #173358; margin:
0; }
.top { display: flex; justify-content: space-between; align-items: center; padding-bottom: 10px;
border-bottom: 3px solid #28C09C; }
.top img { height: 40px; }
.top .tag { font: 8pt 'Consolas', monospace; letter-spacing: .12em; text-transform: uppercase; color:
#0F7A60; }
.hero { padding: 18px 0 8px; }
.area { display: inline-block; font: 8pt 'Consolas', monospace; letter-spacing: .1em; text-transform:
uppercase; padding: 3px 8px; border-radius: 99px; }
.area.bi { background: #FEF3E2; color: #B45309; } .area.data { background: #E6F7F1; color: #0F7A60; }
.area.ai { background: #EEF0FF; color: #4F46E5; }
h1 { font-size: 22pt; line-height: 1.15; margin: 8px 0 8px; }
.overview { color: #4A5A73; margin: 0 0 12px; }
.facts { display: flex; border: 1px solid #DCE2EA; border-radius: 8px; overflow: hidden; margin: 6px
0 14px; }
.facts div { flex: 1; padding: 7px 10px; border-right: 1px solid #DCE2EA; }
.facts div:last-child { border-right: 0; }
.facts dt { font: 7pt 'Consolas', monospace; letter-spacing: .08em; text-transform: uppercase; color:
#4A5A73; }
.facts dd { margin: 2px 0 0; font-weight: 600; font-size: 9.5pt; color: #173358; }
h2 { font-size: 13pt; margin: 16px 0 6px; padding-bottom: 3px; border-bottom: 1px solid #DCE2EA; }
.pills { display: flex; flex-wrap: wrap; gap: 5px; margin: 0; padding: 0; list-style: none; }
.pills li { padding: 2px 8px; border: 1px solid #DCE2EA; border-radius: 5px; font-size: 9pt; }
ul.check { margin: 0; padding: 0; list-style: none; columns: 2; column-gap: 18px; }
ul.check li { break-inside: avoid; padding-left: 14px; position: relative; margin-bottom: 3px; }
ul.check li::before { content: "\2713"; position: absolute; left: 0; color: #0F7A60; font-weight:
700; }
.module { break-inside: avoid; border: 1px solid #DCE2EA; border-radius: 8px; padding: 8px 12px;
margin-bottom: 7px; }
.module h3 { font-size: 10.5pt; display: flex; gap: 8px; align-items: baseline; }
.module .no { font: 8pt 'Consolas', monospace; color: #0F7A60; background: #EAF8F3; padding: 1px 6px;
border-radius: 4px; white-space: nowrap; }
.module h4 { font-size: 9pt; margin: 6px 0 2px; color: #173358; }
.module ul { margin: 4px 0 0; padding-left: 16px; columns: 2; column-gap: 18px; font-size: 9.2pt;
color: #3D4559; }
.module li { break-inside: avoid; }
table { width: 100%; border-collapse: collapse; font-size: 9pt; }
th, td { text-align: left; padding: 5px 8px; border-bottom: 1px solid #EEF1F5; vertical-align: top; }
th { background: #F7F9FB; color: #173358; }
td:first-child { font-weight: 600; color: #173358; width: 34%; }
.box { break-inside: avoid; background: #EAF8F3; border-left: 3px solid #28C09C; padding: 8px 12px;
border-radius: 0 6px 6px 0; }
.cta { break-inside: avoid; margin-top: 18px; padding: 12px 14px; background: #0F2340; color: #fff;
border-radius: 8px; display: flex; justify-content: space-between; gap: 12px; font-size: 9.5pt; }
.cta strong { color: #5FD3B4; }
.foot { margin-top: 10px; font-size: 8pt; color: #8A96A8; text-align: center; }
</style></head><body> <img src="file:///D:/SUSHAN KC/Organization/IT and Information
Company/GeXOn AI/GeXOnAI Other content/Website/GeXOn Training
Center/src/static/assets/images/logo.png" alt="GeXOn Training Center">Course
content · Updated Oct 2026 Business
Intelligence<h1>Power BI for Data Analysis & Reporting</h1> A day-by-
day course that takes you from installing Power BI Desktop to publishing an automatically refreshing
dashboard: connecting to files, folders, web, APIs and databases, transforming data with Power Query,
building a data model, writing DAX, designing reports, and running them on the Power BI Service with
a data gateway. <dl class="facts"> <dt>Duration</dt><dd>15 days</dd> <dt>Daily
session</dt><dd>Confirmed at enrollment</dd> <dt>Level</dt><dd>Beginner → Intermediate</dd>
<dt>Mode</dt><dd>Physical or live online</dd> </dl> <h2>What you'll be able to
do</h2><ul class="check">
Connect Power BI to Excel, CSV, folders, text, JSON, XML, web pages,

APIs and databases
Clean, combine, merge, append, pivot and unpivot data with Power Query
Design a data model with correct one-to-one, one-to-many and many-to-many relationships
Write DAX calculated columns, tables and measures, including time intelligence
Control filter context with CALCULATE, FILTER, ALL, ALLEXCEPT and ALLSELECTED
Build branded reports with the right chart for each question
Publish to the Power BI Service, share dashboards and apps, and set up alerts and subscriptions
Keep reports current with a data gateway and scheduled refresh
Use Copilot in Power BI to draft DAX and visuals — and catch what it gets wrong
<h2>Tools</h2><ul class="pills">
Power BI Desktop
Power Query (M)
DAX
Power BI Service
On-premises data gateway
Excel & CSV
JSON, XML & web data
REST APIs
Access, MySQL, SQL Server, Oracle
Copilot in Power BI (where your licence includes it)
<h2>Before you start</h2> Comfort using a computer and spreadsheets. No programming or database experience is needed. Power BI Desktop runs on Windows, so bring a Windows laptop (or a Mac with Windows installed). <h2>Curriculum</h2> <h3>Day 01Power BI install and introduction</h3>
Get Power BI Desktop
Getting started with Power BI Desktop
Overview of Power BI <h3>Day 02Connecting Excel and CSV data sources</h3>
Data sources in Power BI Desktop
Import Excel workbooks
Data types in Power BI Desktop
Explore the pivot feature <h3>Day 03Importing data from a folder</h3>
Data import from a folder
Append multiple files
Transforming data: combine files
Joins: left, right, inner, outer
Transforming data: merging queries
Refresh the data <h3>Day 04Text, JSON, XML and web data</h3>
Connect data from multiple sources
Delimited text files
JSON files
XML files
Connect to web data
Data transformation
Transforming data: appending queries
Transforming data: M query basics <h3>Day 05API data sources</h3>
Connect to an API
Worked examples with publicly available APIs <h3>Day 06Advanced transformations</h3>
Pivot in Power BI
Unpivot in Power BI
Advanced data transformation <h3>Day 07The data model</h3>
Introduction to modelling data
Data mapping: relationships between tables
One-to-one
One-to-many
Many-to-many <h3>Day 08Database data sources</h3>
Introduction to database connections from Power BI Desktop
Connect to an Access database
Connect to an Oracle database (if available on your machine)
Connect to a MySQL database (if available on your machine)
Connect to a SQL Server database (if available on your machine) <h3>Day 09DAX basics</h3>
DAX basics
Creating calculated columns
Navigation functions
Conditional and logical functions
Calculated tables
Creating measures: measure basics
Creating measures: time intelligence functions <h3>Day 10Advanced DAX and filter context</h3>
Advanced DAX
Working with variables
What is filter context?
Filter context: CALCULATE
Filter context: overriding filter context
Filter context: FILTER
Filter context: FILTER and ALL
Filter context: ALLEXCEPT
Filter context: totals <h3>Day 11Advanced DAX functions and visualization basics</h3>
Advanced DAX functions: CONTAINS
Advanced DAX functions: FIND
Advanced DAX functions: SEARCH and SUBSTITUTE
Advanced DAX functions: ALLSELECTED
Introduction to visualization in Power BI Desktop
Branding: size, header, spacing, footer
Copilot in Power BI: drafting measures and report pages, then checking the output <h3>Day 12Report building</h3>
Insert image, shape and text box
Creating basic reports with Power BI Desktop
Start data visualization <h3>Day 13Exploring visualizations</h3>
Bar chart
Column chart
Line chart
Area chart
Ribbon chart
Pie chart
Combo chart
Bubble chart
Scatter chart
Donut chart
Gauge chart
Funnel chart
Waterfall chart
Single number (card)
Multi-row card
KPI visual
Table
Matrix
Treemap
Slicer
Map
Filled map <h3>Day 14Power BI Service</h3>
Deploying to the Power BI Service
Creating and sharing dashboards
Setting up app workspaces
Report, dashboard and Power BI app: the concepts
Development and production environments
Subscriptions and alerts
Export and embed options
Where Microsoft Fabric fits: OneLake, workspaces and semantic models <h3>Day 15Refreshing data with the Power BI gateway</h3>
Refreshing data: overview
Installing the data gateway
Scheduling a data refresh
The end-to-end process for a Power BI dashboard <h2>Your project</h2> You build one dashboard end to end: source data in, transformed and modelled, measures written in DAX, report designed, published

to the Power BI Service and set to refresh on a schedule. <h2>Where you’ll use this</h2><ul class="check">
Management and MIS dashboards that update themselves
Sales, branch and target tracking
Finance, budget-vs-actual and cash reporting
Operations, inventory and service KPIs
Combining data from several systems into one view Register for the next batch
trainingcenter.gexonai.com/enroll?program=power-bi WhatsApp +977 971-7157838
info.gexontraining@gmail.com · Lalitpur, Nepal Batch dates, schedule and fee are confirmed at enrollment. </body></html>