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Simplify Decision Making

Sharpen the Skills

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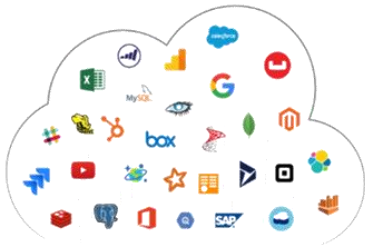
Section	Topics
Introducing PowerBI Desktop	
	PowerBI overview
	Power BI Interface and Workflow
Working with Data	
	Importing from Excel
	Copying and pasting data
	Importing from Web
	Importing from SQL
Connecting and Shaping Data	
	Type of Data Connectors
	The Query Editor
	Basic Table Transformation
	Text Specific Tools
	Number Specific Tools
	Date Specific Tools
	Conditional Column
	Grouping and Aggregating Data
	Pivoting & Unpivoting
	Merging Queries
	Appending Queries
	Data Source Setting
	Query Refresh Setting
	Additional Data Types and Categories
Data Model Creation	
	Creating Table relationship
	Connecting Multiple Databases
	Defining Hierarchies
Visualization Data with Reports	
	The Report View
	Date slicers
	Cards and KPI's
	Map Visuals
	Tree Maps
	Line & Area Chart
	Trend Line and Forecast
	Cross Filtering & Highlights
	Create Simple Visualizations
	Combination Charts
	Slicers
	Map Visualizations
	Tables & Matrix
	Waterfall
	Gauges & Data Cards
	Styling the Visualizations
	Categories with no Data
Data Analysis Expressions (DAX)	
	Understanding Data Analysis Expressions
	Intro to Calculated Fields
	Intro to Measures
	Adding Columns and Measures
	Implicit vs Explicit Measures
	Filter Context Examples
	Step by Step Measures Calculations
	DAX syntax and operators
	Common DAX Functions Categories
	Basic Date and Time Functions
	Logical Functions
	Text Functions
	Joining Data with RELATED
	Basic Maths and Stats Functions
	CALCUALTE function
	Introduction to Time Intelligence DAX
Introduction to Power BI Service	
	Sign up for Power BI Service
	Parts of the Power BI Service
	Datasets
	Reports
	Dashboards
Project & Assessment	
Q&A	

Power BI

Duration: 3 days

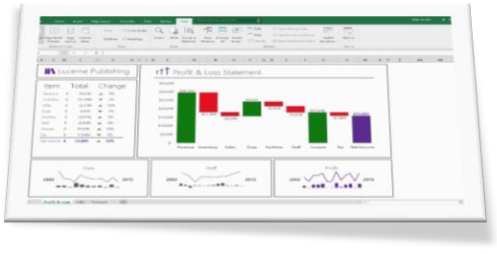
Section	Topics
Introduction to Canvas Apps	
	Create an app from a template
	Change Sort and Filter
	Introduction to Forms
	Build an App from Excel table
	Build an App from SharePoint/SQL
	Galleries
	Customizing Galleries
	Variables
	Using Controls and Functions
	Data Sources and Interactions
	Customizing Screens
	Working with Layouts and Fields
	Working with Controls and Data Card
	Working with the Formula Bar
	Form interactivity and navigation
Using the Common Data Service	
	Introduction to Common Data Services for Ap
	Setup
	Working with an Entity
	Use Data
Introduction to Model Driven Apps	
	What are Model Driven Apps
	Create Model Driven App
	Features
	Publishing Model Driven Apps
	Business Process Flows
Introduction to Flow	
	What is Flow
	Create your first Flow
	Types of Flows
	Building different types of automated Flows
	Managing Approval Process
	Importing and Exporting Flows
	Monitoring and Repair
Enabling Productivity and Collaboration	
	Managing PowerApps
	Sharing PowerApps
	PowerApps Versioning
	Microsoft AppSource
	Running PowerApps
	PowerApps Mobile
	Web Browser
	PowerApps Admin Centre
	Environments
Project & Assessment	
Q&A	

Microsoft PowerApps

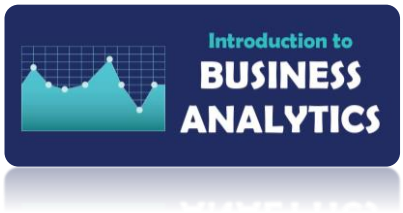


Duration: 5 days

Section	Topics
Covering Basic Aspects	
	Tools & Tips for efficiency (Quick Access, Flash
	Referencing & Name Manager
	Data Validation
	Frequently used formulas:
	COUNTIFS, SUMIFS, AVERAGEIFS
	MAXIFS, MINIFS
	IFS, IFERROR, LOOKUP
	MATCH, INDEX, VLOOKUP
	DATE, TIME
	Conditional Formatting (Heat Map, Data Bars
Transform data with Power Query	
	Connecting with multiple sources
	Compiling multiple tables & files
	Cleaning & Filtering data
	Transforming data (Text, Date, Number)
	Conditional Column
	Merging & Appending tables
	Understanding Advance Editor (M)
Visual Representation	
	Working with chart elements
	Selecting the right charts
	Working with combo charts
	Sparklines
	Data to ink ratio
	Creating dynamic data tables & charts
Pivots & more	
	Working with simple pivots
	Formatting & Calculated Field
	Adding dimensions with slicers
	Introduction to Power Pivot
	Data Modelling with Power Pivot
	Understanding Data Analysis Expressions
	Intro to Calculated Fields
	Intro to Measures
	Adding Columns and Measures
	Filter Context Examples
	Basic Date and Time Functions
	Logical Functions
	Text Functions
	Joining Data with RELATED
	CALCUALTE
Project & Assessment	
Q&A	



Duration: 3 days



Section	Topics
Understanding Data	
	Data Types
	Data Categories
	Data properties:
	*Central Tendency
	*Variation
	Sampling
Playing with Statistics	
	Trend & Normality
	Handling outliers
	Quartiles & Percentiles
	Probability
	Covariance & Correlation Coefficient
	Regression
	*Least Squares Methods
	*Multiple Regression
	*Quadratic Regression
	*Logistic Regression
	Time Series Analysis
	Moving Average & Exponential Smoothing
Analytical Tools & Concepts	
	Pareto Rule
	Process Mapping
	Histogram & Box Plots
	Root cause Analysis
	Attributes of Variation
	Statistical Process Control
	Introduction to
	*Six Sigma (DMAIC)
	*Lean
	*Kaizen
Models & Simulations	
	What-if Analysis
	Simulation Modeling & Optimization
	Sensitivity Analysis
	Linear Optimization Models
	Non Linear Optimization Models
	Decision Analysis
Working with Excel	
	Common Excel Functions
	Working with Pivots
	Working with Charts
	Analysis Tool Pack
	Solver Add In
Project & Assessment	
Q&A	

Duration: 3 days

Section	Topics
Getting Started	
	PowerPoint user interface
	The Ribbon and Backstage view
	Choosing a look with the Design tab
Building your content & Design	
	Building an outline
	Editing slide content
	Inserting & formatting inserted
	Creating notes pages
	Working with text, images, visual effects
	Adding and editing animations
	Transitions and slide sorter
	Design tools
	Applying themes to a slide show
	Working with text
The Slide Master	
	Customizing a theme in the Slide Master
	Editing the Slide Master
	Custom layout
Using Tables, Charts, and SmartArt	
	Transforming text into SmartArt
	Formatting bulleted lists as SmartArt
	Styling a piece of SmartArt
	Linking and embedding external data
	Linking and embedding external data
	Creating a linked object
	Creating a chart from tabular data
	Generating charts in PowerPoint
	Styling charts and graphs
Adding Graphics and Multimedia	
	Editing and adjusting images
	Creating a crossfade effect
	Enriching slides with sound effects
	Trimming and triggering sound effects
	Media compression and compatibility
More About Slides	
	Working with alignment guides
	Delivering presentations
	Setting up the slide show
	Controlling your presentation from the keyboar
Slideshow	
	Presenting in slide show preview
	PowerPoint's presenter view
	Using speaker notes
	Formatting and printing notes pages
	Going to a black or white screen
	Designing a printed handout
	Using the laser pointer and highlighter
	Focusing audience with the Pen tools
Project & Assessment	
Q&A	

Duration: 3 days

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Simplify Decision Making

Advantage **VIVRAN**

- Focus on developing self-learning behavior
- Practical applications of concepts
- Learning by examples (hands-on)

Bonjour! With a work experience of 15+ years in the field of Data Analytics, Process Simplification, Automation & Training, VIVRAN brings a rich knowledge of designing customized solutions to simplify the decision-making process of senior leadership.

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