



GETIN TECHNOLOGIES

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COURSE NAME: POWER BI TRAINING

Module 2

[Visit our website for Course Fees and Course Duration](#)

Placement Eligibility:

Eligible: Any Bachelor Degree, Any Master Degree, MBA

No Eligible: Diploma

Class Mode:

Classroom | Online | Recorded Session | AI Session

If you have Completed Course, You want only Placements

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POWERBI MODULE 2 SYLLABUS

SQL:

Introduction

- The Relational Model

Understanding Basic SQL Syntax:

- Basic SQL Commands – SELECT
- Basic SQL Commands – INSERT
- Basic SQL Commands – UPDATE
- Basic SQL Commands – DELETE

Querying Data with the SELECT Statement:

- The SELECT List
- SELECT List Wildcard (*)
- The FROM Clause
- How to Constrain the Result Set
- DISTINCT and NOT DISTINCT

Filtering Results with the Where Clause:

- WHERE Clause
- Boolean Operators
- The AND Keyword
- The OR Keyword
- Other Boolean Operators BETWEEN, LIKE, IN, IS, IS NOT

Shaping Results with ORDER BY and GROUP BY:

- ORDER BY
- Set Functions
- Set Function And Qualifiers

- GROUP BY
- HAVING clause

Matching Different Data Tables with JOINS:

- CROSS JOIN
- INNER JOIN
- OUTER JOINS
- LEFT OUTER JOIN
- RIGHT OUTER JOIN
- FULL OUTER JOIN
- SELF JOIN

Creating Database Table stamp:

- CREATE DATABASE
- CREATE TABLE
- NULL Values
- PRIMARY KEY
- CONSTRAINT
- ALTER TABLE
- DROP TABLE



POWER BI:

Introduction to Power BI:

- Get Started with Power BI
- Overview: Power BI concepts
- Sign up for Power BI
- Overview: Power BI data sources
- Connect to a SaaS solution
- Upload a local CSV file
- Connect to Excel data that can be refreshed

- Connect to a sample
- Create a Report with Visualizations
- Explore the Power BI portal

Power BI Desktop:

- Overview of Power BI Desktop
- Data Sources in Power BI Desktop
- Connecting to a data Sources
- Query Editor in Power BI
- Query Ribbon
- Clean and Transform your data with Query Editor
- Combining Data – Merging and Appending
- Cleaning irregularly formatted data
- Views in Power BI Desktop
- Modelling Data
- Manage Data Relationship
- Automatic Relationship Updates
- Template Apps
- Cross Filter Direction
- Create calculated tables and measures
- Optimizing Data Models
- PBIDS Files

Viz and Tiles:

- Overview: Visualizations
- Using visualizations
- Create a new report
- Create and arrange visualizations
- Format a visualization
- Create chart visualizations

- Use text, map, and gauge visualizations and save a report
- Use a slicer to filter visualizations
- Sort, copy, and paste visualizations
- Download and use a custom visual from the gallery

Reports and Dashboards:

- Modify and Print a Report
- Rename and delete report pages
- Add a filter to a page or report
- Set visualization interactions
- Print a report page
- Send a report to PowerPoint
- Create a Dashboard
- Create and manage dashboards
- Pin a report tile to a dashboard
- Pin a live report page to a dashboard
- Pin a tile from another dashboard
- Pin an Excel element to a dashboard
- Manage pinned elements in Excel
- Add a tile to a dashboard
- Build a dashboard with Quick Insights
- Set a Featured (default) dashboard
- Ask Questions about Your Data
- Ask a question with Power BI Q&A
- Tweak your dataset for Q&A
- Enable Cortana for Power BI

Publishing Workbooks and Workspace:

- Share Data with Colleagues and Others
- Publish a report to the web

- Manage published reports
- Share a dashboard
- Create an app workspace and add users
- Use an app workspace
- Publish an app
- Create a QR code to share a tile
- Embed a report in SharePoint Online

Other Power BI Components and Table Relationship:

- Use Power BI Mobile Apps
- Get Power BI for mobile
- View reports and dashboards in the iPad app
- Use workspaces in the mobile app
- Sharing from Power BI Mobile
- Use Power BI Desktop
- Install and launch Power BI Desktop
- Get data
- Reduce data
- Transform data
- Relate tables
- Get Power BI Desktop data with the Power BI service
- Export a report from Power BI service to Desktop

DAX functions:

- New Dax functions
- Date and time functions
- Time intelligence functions
- Filter functions
- Information functions
- Logical functions



- Math-trig functions
- Parent and child functions
- Text functions

Power Query: Text Functions

- Text Functions
- Merge Columns
- Split and Trim
- Upper, Lower and ProperCase
- Prefix and Suffix
- Left, Right and Mid Functions
- Extract Text with Delimiters

Power Query: Date Functions

- Date Functions
- Year, Quarter, Month and Day Functions
- Find Difference between Dates
- Month and Day Name
- Day, Week of Month, Year
- Extract Date, Time in Power Query
- Calculate Age in Power Query
- Day of Year, Quarter, Month in Power Query

Power Query: Number Functions

- Number Functions
- Basic Number Functions in Power Query
- Percentage, Percent Of, Module
- Round Functions
- IsEven, IsODD, Sign in Power Query

Power Query: Append Files

- **Append Multiple CSV Files in a Folder**
- **Append Multiple Excel Sheets, Tables**
- **Append Excel Sheets or Tables with Different Columns**
- **Append Multiple Excel Files from a Folder**
- **Append Different Data Sources**

Power Query: Merge Files

- **Merge Files and Tables**
- **Merge Sheets or Tables**
- **Merge Data from Multiple Excel Files or Workbooks**
- **Merge Data from Different Data Sources**
- **Merge Data having Multiple Criteria in Power BI**

Power Query: Conditional Columns

- **Conditional Column and Column from Example in Power BI**
- **Column from Examples - Split Text**
- **Column from Examples - Merge Columns**
- **Column from Examples - Date**
- **Column from Examples - Alphanumeric**
- **Conditional Column - One Column**
- **Conditional Column - Two columns**
- **Conditional Column - Compare two columns**
- **Conditional Column - on Dates**

Power Query: Important Topics

- **Fill Down in Power BI**
- **Grouping**
- **Transpose**
- **Unpivot**
- **Data Types**

- Replace Errors and Values
- Keep and Remove Rows
- Add, Remove and Goto Columns

Advanced Excel:

Excel Introduction:

- A overview of the screen, navigation and basic spreadsheet concepts
- Understanding workbooks, worksheets, rows, columns, cells
- Various selection techniques

Entering Data:

- Entering, Editing and Deleting Text, Numbers, Dates
- Using Auto Lists
- Moving and Copying data
- Inserting, Deleting and Hiding Rows & Columns
- Inserting, Deleting, Moving and Copying Sheets
- Using navigation techniques

Customizing Excel:

- Customizing the Ribbon
- Customizing the Quick Access Toolbar
- Using and Customizing AutoCorrect
- Changing Excel's Default Options
- Creating a Custom AutoFill List
- Creating a Custom Number Format
- Customizing Excel Review

Creating And Editing Formulae:

- Concept of Formulae
- Creating Formulae, Editing Formulae
- Bodmas : Mathematical Order

- Copying Formulae
- Using Functions - Sum, Average, Max,Min, Count, Counta
- Applying Absolute (Fixed) Referencing

Formatting And Proofing:

- Formatting Cells with Number formats, Font formats, Alignment, Borders, etc
- Basic conditional formatting
- Copying and Clearing Formats
- Working with Styles
- Spell Check, Find & Replace and AutoCorrect

Mathematical Functions:

- SumIf, SumIfs
- CountIf, Countifs
- Averagelf, Averagelfs
- SumProduct, Subtotal

LookUp Functions:

- Vlookup / Hlookup
- Match
- Dynamic Two Way Lookup
- Creating Smooth User Interface Using Lookup
- Offset
- Index
- Dynamic Worksheet linking using Indirect

Text Functions:

- Upper, Lower, Proper
- Left, Mid, Right
- Trim, Len
- Concatenate



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- Find, Substitute

Advanced Paste Special Techniques:

- Paste Formulas
- Paste Formats
- Paste Validations
- Paste Conditional Formats
- Add / Subtract / Multiply / Divide
- Merging Data using Skip Blanks
- Transpose Tables

Sorting:

- Sorting on Multiple Fields
- Dynamic Sorting of Fields
- Bring Back to Ground Zero after Multiple Sorts

Filtering:

- Filtering on Text, Numbers & Date
- Filtering on Colors
- Copy Paste while filter is on
- Advanced Filters
- Custom AutoFilter

Printing Workbooks:

- Working with Themes
- Setting Up Print Area
- Printing Selection
- Branding with Backgrounds
- Adding Print Titles
- Fitting the print on to a specific defined size
- Customizing Headers & Footers

Import & Export Of Information:

- From Web Page
- Exporting to XML
- Creating Dynamic Dashboards and Reports Using Data on Other Applications
- Using Text To Columns

What If Analysis:

- Goal Seek
- Scenario Analysis
- Data Tables

Logical Functions:

- Nested If (And Conditions , Or Conditions)
- Alternative Solutions for Complex IF Conditions to make work simple
- And, Or, Not

Data Validation:

- Number, Date & Time Validation
- Text Validation
- List Validation
- Handling Invalid Inputs
- Dynamic Dropdown List Creation using Data Validation

Pivot Tables:

- Creating Simple Pivot Tables
- Basic and Advanced Value Field Setting
- Sorting based on Labels and Values
- Filtering based on Labels and Values
- Grouping based on numbers and Dates
- Drill-Down of Data
- GetPivotData Function

- Calculated Field & Calculated Items

Charts & Pivot Charts:

- Bar Charts / Pie Charts / Line Charts
- Dual Axis Charts
- Dynamic Charting
- Other Advanced Charting Techniques

Excel Dashboard:

- Bar Charts / Pie Charts / Line Charts
- Planning a Dashboard
- Adding Tables to Dashboard
- Adding Charts to Dashboard
- Adding Dynamic Contents to Dashboard

VBA Macro:

Introduction to VBA:

- What Is VBA?
- What Can You Do with VBA?
- Recording a Macro
- Procedure and functions in VBA

Variables in VBA:

- What is Variables?
- Using Non-Declared Variables
- Variable Data Types
- Using Const variables

Message Box and Input box Functions:

- Customizing Msgboxes and Inputbox
- Reading Cell Values into Messages

- Various Button Groups in VBA

If and select statements:

- Simple If Statements
- The Elseif Statements
- Defining select case statements

Looping in VBA:

- Introduction to Loops and its Types
- The Basic Do and For Loop
- Exiting from a Loop • Advanced Loop Examples

Mail Functions – VBA:

- Using Outlook Namespace
- Send automated mail
- Outlook Configurations, MAPI
- Worksheet / Workbook Operations
- Merge Worksheets using Macro
- Merge multiple excel files into one sheet
- Split worksheets using VBA filters
- Worksheet copiers



Python

Introduction to Python

- What are Python and the history of Python?
- Unique features of Python
- Python-2 and Python-3 differences
- Install Python and Environment Setup
- First Python Program
- Python Identifiers, Keywords, and Indentation

- **Comments and document interlude in Python**
- **Command-line arguments**
- **Getting User Input**
- **Python Data Types**
- **What are the variables?**
- **Python Core objects and Functions**
- **Math Module**

Control Statements

- **If**
- **If-elif-else**
- **while loop**
- **for loop**
- **Break**
- **Continue**
- **Assert**
- **Pass**
- **return**

List, Ranges & Tuples in Python

- **Introduction**
- **Lists in Python**
- **Generators and Yield**
- **Generators Comprehensions and Lambda Expressions**
- **Next() and Range()**
- **Understanding and using Range**

Python Dictionaries and Sets

- **Introduction to the section**
- **Python Dictionaries**

- More on Dictionaries
- Sets
- Python Sets Examples

Input and Output in Python

- Reading and writing text files
- Writing Text Files
- Appending to Files and Challenge
- Writing Binary Files Manually

Python built-in function

- Python Modules & Packages
- Python User defined functions
- Defining and calling Function
- The anonymous Function

Python Object Oriented

- Overview of OOP
- Creating Classes and Objects
- Constructor
- The self variable
- Types Of Variables
- Namespaces
- Inheritance
- Types of Methods
- Instance Methods Static Methods Class Methods
- Accessing attributes
- Built-In Class Attributes
- Destroying Objects

- **Abstract classes and Interfaces**
- **Abstract Methods and Abstract class**
- **Interface in Python**
- **Abstract classes and Interfaces**

Errors and Exceptions

- **Errors in Python**
- **Compile-Time Errors**
- **Runtime Errors**
- **Logical Errors**
- **What is Exception?**
- **Handling an exception**