

POWER BI – ADMINISTRATOR



Corporate IT Course

LEARNING OUTCOMES

- Gain hands-on experience with the admin tools and tasks in the Power BI Admin Portal and Office 365 Admin Center.
- Automate administrative tasks using APIs and PowerShell cmdlets to streamline your workflow.
- Learn best practices for securely sharing Power BI assets across your organization.
- Navigate and utilize the Power BI audit log to detect, troubleshoot, and resolve platform issues.
- Apply your skills in interactive demo labs for real-world practice.
- Follow a structured curriculum based on Microsoft Official Courseware, ensuring comprehensive coverage.
- Extend your learning with one-on-one instructor coaching after the course to tackle new challenges and deepen your expertise.

COURSE OVERVIEW

In the Power BI Administrator training course, you will learn how to effectively manage the Microsoft Power BI platform within your organization. The course covers configuring access settings for different users, monitoring platform usage to ensure efficiency and compliance, and managing your organization's Power BI licenses. By the end of the session, you'll have the knowledge and skills to confidently oversee your Power BI environment and ensure it runs smoothly for all users.

TOPICS COVERED IN THIS COURSE

Introduction to Power BI

Get familiar with Power BI Desktop and the Power BI Service, understanding how the tools work together to create and share insights.

Understanding the Power BI Administrator Role

Explore the different admin roles, including Global Admin, Power Platform Admin, and Power BI Admin, and understand the distinctions between self-service and enterprise administration.

Govern and Secure Data

Learn how to provide governance in a Power BI environment, covering tenant settings, organizational policies, and key elements of data governance.

Setting Up Your Power BI Environment

Understand how to establish your organization's Power BI setup, including tenant configuration, data centre selection, account types, and licensing.

Collaboration and Secure Sharing

Explore how to facilitate collaboration with workspaces, apps, and permissions, and learn safe practices for sharing, publishing, embedding, and managing data sensitivity.

Monitoring, Auditing, and Reporting Usage

Use the admin portal, usage metrics, audit logs, and activity logs to monitor platform usage, track activity, and ensure compliance.

Premium Capacity and Data Access Infrastructure

Learn to provision and manage Premium resources, understand Pro vs. Premium features, and establish a secure data access infrastructure with gateways and connectivity modes.

Extend and Automate Power BI

Broaden Power BI's reach with embedding scenarios, publishing to web or Teams, and template apps, and automate administration using REST APIs, PowerShell cmdlets, and scripting.