

# Course : Power BI Service, administration

online sharing, administration, security

*Practical course - 3d - 21h00 - Ref. BIJ*

**Price : 2270 CHF E.T.**

★★★★☆ 4,5 / 5

You've already mastered the creation of reports and dashboards with Power BI and would like to go further. With this course, you'll learn how to develop collaborative work within your teams, secure access, facilitate information sharing, alert, administer and make the most of Power BI Service.

## Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Getting started with self-BI in the Azure cloud
- ✓ Explore Power BI Service's collaborative mode
- ✓ Administering and operating the Power BI Service
- ✓ Create online reports and know how to consult, use and share content

## Intended audience

Azure and data architects, BI system consultants, BI reporting experts, or anyone wishing to learn more about Power BI Online.

## Prerequisites

Knowledge of the basics of Power BI or knowledge equivalent to that provided by the training course "Power BI, designing dashboards (ref. PBI)".

## Practical details

### Teaching methods

Alternating lectures and practical work.

## Course schedule

### PARTICIPANTS

Azure and data architects, BI system consultants, BI reporting experts, or anyone wishing to learn more about Power BI Online.

### PREREQUISITES

Knowledge of the basics of Power BI or knowledge equivalent to that provided by the training course "Power BI, designing dashboards (ref. PBI)".

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 Introducing Power BI Service

- Introduction to the Power BI Service interface and features.
- Power BI Service components and terminology (dataset, report, dashboard, workspace, dataflows).
- Power BI licensing presentation: Power BI Free versus Power BI Pro, per-user licensing versus capacity (Power BI Premium).

### Hands-on work

Power BI installation. Power BI Pro licensing.

## 2 Facilitating collaboration

- Create a collaborative workspace.
- Publish a template and report from Power BI Desktop to Power BI Service.

### Hands-on work

Workspace creation. Role-based security. Industrializing security management with Azure Active Directory security groups. Publish to workspace.

## 3 Managing your data with Power BI Service

- Update a dataset (manually, automatically and access to update history).
- Manage access to on-premise data (gateways).
- Secure access to a dataset with roles (row level security).

### Hands-on work

Create an Azure Active Directory security group and secure data access. Install and configure a gateway and associate on-premise file and database sources.

## 4 Distribute content to colleagues

- Share applications including dashboards, reports and datasets.
- Create and share a dashboard to highlight key information and provide alerts.
- Publish on the web to embed dynamic reports in a web page.
- Add Power BI reports to a SharePoint portal.
- Embed reports in a website via Power BI Embedded.

### Hands-on work

Setting up security. Share a report on the SharePoint portal. Create, publish and access an application for users. Modify a published application. Create an alert.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

## 5 Power BI Service administration

- Manage users, groups and licenses: Office 365 admin center.
- Administer Power BI Service: Power BI admin portal.
- Audit Power BI Service events.
- Access usage metrics.
- Automate Power BI Service administration (RestAPI and PowerShell cmdlet).

### Hands-on work

Tenant settings. Export events. View usage metrics. Assign permissions to call API Rest. Assign administrator role for cmdlet calls.

## 6 Extend the functionality of Power BI Service

- Manage online data transformations with Dataflow.
- Automate with Power Automate (Flow).
- Working with PowerApps.
- Power BI Premium.

### Demonstration

Presentation and illustration of these features.

## Dates and locations

### REMOTE CLASS

2026 : 15 June, 30 Sep., 18 Nov.