



# Mastering Power BI: From Data to Decision

Transform your data analytics career with these proven Power BI techniques. Stand out by creating reports that drive real business decisions.



by **ELOTECH IT CONSULT**



# Start with Power Query - Clean Before You Build



## Select Correct Data Types

Assign proper formats (text, number, date) to each column. Use "First Row as Headers" when needed.



## Remove Duplicates & Blanks

Eliminate redundant information to avoid skewed results. Keep your data lean.



## Transform with Purpose

Use Split Columns, Merge Columns, and Custom Columns to structure your data properly.

# Choose the Right Visual for Your Data

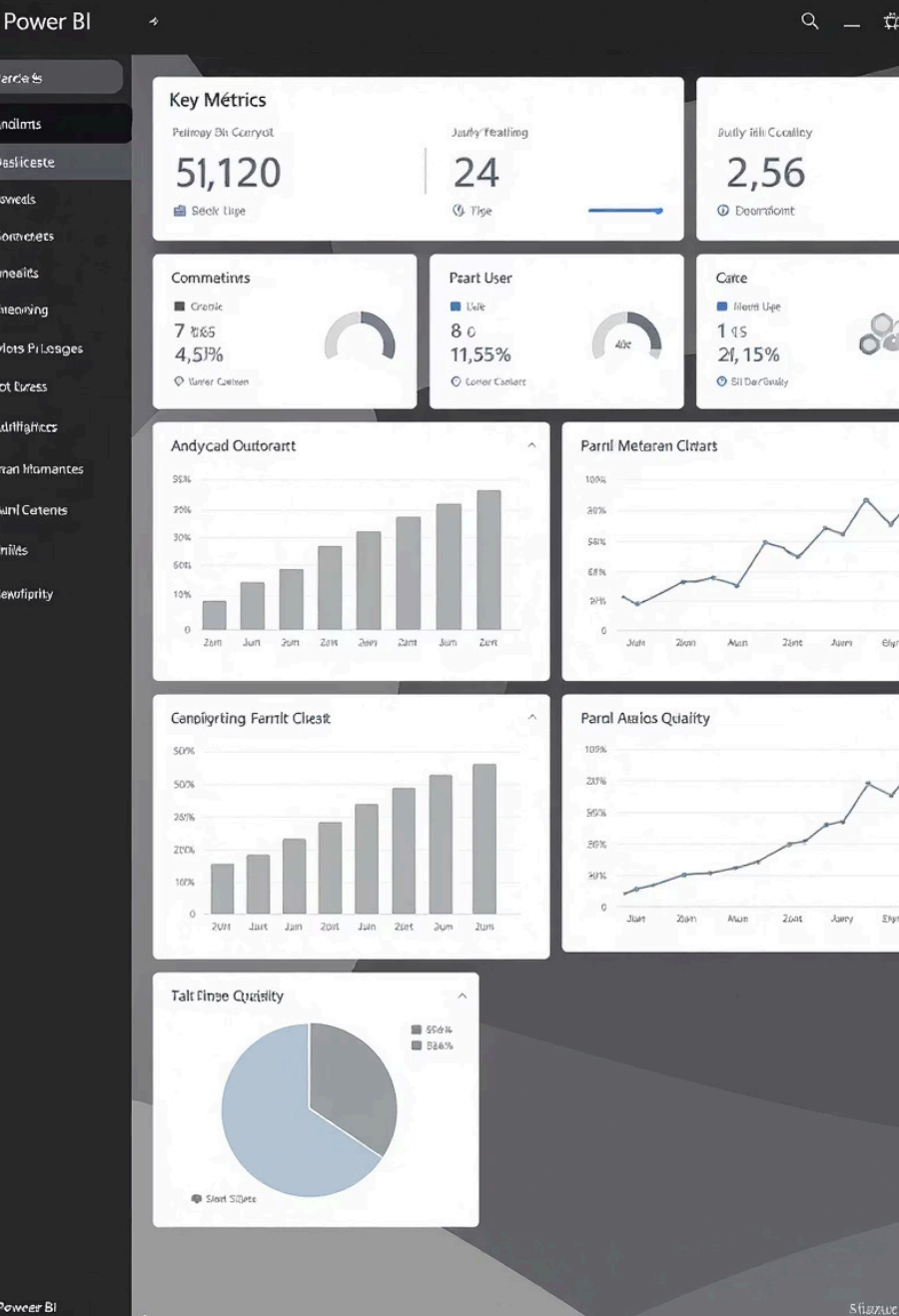
## Comparison Charts

- Bar/Column for categories
- Line for trends over time
- Scatter for correlations

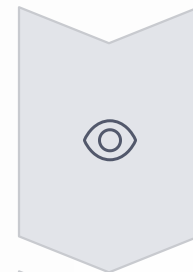
## Composition Charts

- Pie/Donut for parts of whole
- Treemaps for hierarchies
- Funnel for process stages

The right visualization makes your message instantly clear. Match your chart to your story.

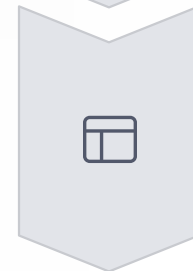


# Layout Matters - Guide the Eye



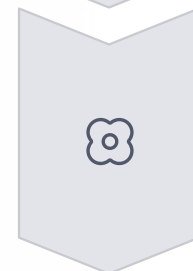
## Place Key Metrics at Top

Position critical KPIs and summary cards along the top header where users look first.



## Align Supporting Visuals Left

Arrange detailed charts vertically on the left side to follow natural scanning patterns.



## Create Visual Flow

Guide users from overview to details with consistent spacing and grouping of related elements.

# Add Layers with Tooltips & Drillthrough

## Enhanced Tooltips

Configure tooltips to reveal additional context and metrics when users hover.

- Add supporting metrics
- Show mini visuals
- Highlight exceptions

## Powerful Drillthrough

Enable deeper analysis without cluttering your main dashboard.

- Create detail pages
- Set up drill filters
- Maintain visual consistency



# Build Smart Navigation Systems



## Smart Filters

Design intuitive filter panes and slicers that help users focus on relevant data subsets.



## Bookmarks

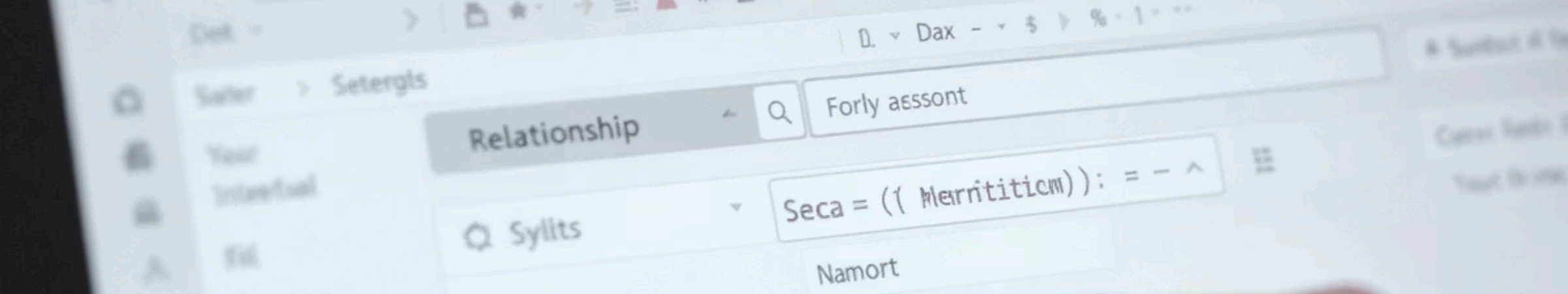
Create preset views that capture specific dashboard states for quick reference and comparison.



## Action Buttons

Add interactive elements that toggle visibility, navigate between pages, or trigger specific filters.

Combine these features to transform static reports into interactive, app-like experiences.



# Master DAX & Data Modeling



## Create Optimized Measures

Build reusable calculations that respond to context and filters. Focus on performance.



## Design Smart Relationships

Connect tables properly to ensure accurate filtering. Understand cardinality and filter flow.



## Implement Row-Level Security

Control who sees what data with dynamic security rules. Protect sensitive information.

Strong DAX skills give you complete control over your data story. They're essential for advanced analysis.

# Leverage AI Q&A for Accessibility

The Q&A visual transforms how non-technical users interact with your reports. They can simply ask questions and get visual answers.

## Implementation Tips:

- Train the Q&A with synonyms
- Add featured questions
- Review usage to improve

Connect with me to continue learning these powerful data storytelling techniques!

85%

## User Adoption

Higher engagement with interactive Q&A features

40%

## Time Saved

Reduction in ad-hoc report requests