

# Microsoft Excel to Power BI

GoSkills online course syllabus

**Skill level**

Beginner

**Lessons**

16

**Pre-requisites**

No prior experience needed

**Video duration**

58m

**Estimated study time**

58m 39s

**Instructor**

Tom Themeles

## Introduction

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### 1 Tailor a BI system for success

Many professionals use Excel or Power BI without fully understanding how these tools complement each other in a modern analytics workflow.

## Comparing Excel and Power BI

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### 2 Compare core uses: Excel vs Power BI

Although both tools analyze data, their design principles and end goals differ.

### 3 Start data analysis with Excel

Excel is powerful, but not without limitations in data modeling, scalability, and visualization.

### 4 Elevate business analytics with Power BI

Power BI provides more robust tools for modeling, DAX calculations, and interactive dashboards.

### 5 Choose the right tool: Excel vs Power BI

Identify how data size, audience, and business needs influence your choice between Excel and Power BI.

### 6 Evaluate data management & governance

Both Excel and Power BI utilizes its data differently.

## Modeling with Excel and Power BI

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### 7 Prepare data with Power Query

Most organizations have fragmented data systems and manual cleaning wastes time and introduces risk.

**8** **Apply advanced functions in Excel**  
Each business department require custom calculations, formulas, and functions to fulfill their objectives.

**9** **Perform modeling and analysis in Excel**  
Many organizations must predict future trends to drive business strategy.

**10** **Build Power BI DAX models**  
Organizations often need to perform advanced analysis and forecasting on data stored in Excel.

## Visualize and Share Results

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**11** **Compare visualization: Excel vs Power BI**  
Each platform encourages different communication styles.

**12** **Create data visualizations in Excel**  
Excel remains powerful for quick, tabular visuals.

**13** **Design dashboards with Power BI**  
Power BI creates highly visual, filterable dashboards for dynamic reporting.

## Work Smarter Across Your Tools

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**14** **Collaborate in the cloud**  
Shared data sources reduce redundancy and confusion.

**15** **Avoid common pitfalls**  
Switching between Excel and Power BI can cause errors if you overlook critical differences.

## Conclusion

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**16** **Turn your tools into a strategy**  
Success doesn't come from choosing one tool—it comes from using both strategically.

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