Microsoft Power BI

Power BI is a software developed for data visualization.

- Instructions
- How to get Power BI
    - Use directly in your browser
    - Use the Windows application
- Targets of use
    - Terms of Service

Instructions

- Microsoft Power BI instructions

- Saving files in different Office software.

How to get Power BI

> (i) **Signing in**
>
> Regardless of how you use it, sign in to this application and other Microsoft cloud services as userID@metropolia.fi (not firstname.lastname@metropolia.fi). Read more about the different forms of username and how to sign in to cloud services.

Use directly in your browser

- You can access Power BI directly through a web browser at https://powerbi.microsoft.com/
- Log in with your Metropolia username in the format tunnus@metropolia.fi (also see detailed instructions for logging into cloud services).
- Metropolia staff already have access to Power BI licenses (Power BI Pro). Metropolia students can request a license (Power Pro Free) from the Metropolia IT Services Helpdesk. The difference between the Pro and Free licenses.

Use the Windows application

- If you need the Power BI desktop version for a computer managed by Metropolia, such as your work laptop, please contact the Helpdesk.
- If you need the Power BI desktop version for your personally managed computer, you can download it from https://powerbi.microsoft.com. The download link can be found at the top of the page under the "Downloads" heading (look for the downward-pointing arrow icon). Log in to the aforementioned page and the desktop application using your Metropolia username in the format userID@metropolia.fi.
- Metropolia staff already have access to Power BI licenses (Power BI Pro). Metropolia students can request a license (Power Pro Free) from the Metropolia IT Services Helpdesk. The difference between the Pro and Free licenses.

Targets of use

- reporting
- data analyzing
- data visualization

Suomeksi/In Finnish.

Terms of Service

The application belongs to the authorized work and study tools in Metropolia.

Metropolia students and staff members use the service with their Metropolia accounts. Links to guides.

The user is responsible for backing up the files they store in cloud services. More information: Saving Files

Terms of Service of Metropolia cloud services must be applied by each user.

Secure use of cloud services.