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REPORTS NOT SHARED WITH FREE-LICENSED USERS Multiple self-service and informal report files can share a common workspace without converting the workspace to an app. All users accessing any of those reports, must have a Power BI Pro license assigned to them. Informal or self-service Power BI projects typically don't require separate development or QA workspaces. Data Model and Power Query Design Guidelines The topics in this section are not an exhaustive guide to Power BI query and data model design. Following are common issues and recommendations often encountered in projects. Dimensional Design Always design data models for optimal performance, even when it "doesn't matter" in simple projects. As data volumes grow and as data models are enhanced to address new requirements, increased complexity leads to performance challenges. There are many books on this subject dealing with the intricacies of best practice data model design. In brief: Build star schemas - wherever possible, reshape data into fact a dimension tables with single key, one-to-many relationships from dimensions to facts. Enforce dimension key uniqueness - Just because a key value "should" be unique, there is no guarantee that it will be unless enforced at the data source. Perform grouping and duplicate reduction in the data source views or Power Query queries to guarantee uniqueness. Duplicate record count checks and other mechanisms can be applied to audit source data for integrity but do not allow the data model to violate these rules. Avoid bi-directional filters and unnecessary bridging tables - These data modelling patterns adversely affect performance. Calculated columns - Should be applied in Power Query and not in DAX calculated columns wherever possible. This maintains a consistent design pattern for maintainability. Annotate code - Use in-line comments and annotations in all code including SQL, M and DAX; to explain calculation logic and provide author and revision information. Hide all fields not used directly by users. These include: primary and foreign key columns, numeric columns used to create measures, and columns used to specify the sort order of other fields. Set to Do Not Summarize - Any non-hidden numeric columns that are not intended to roll-up or summarize values should be set to "Do Not Summarize" in the Modeling ribbon in Power BI Desktop. Columns set to summarize are indicated with a Sigma icon. Support Query Folding with Views Data source queries in Power BI are authored using the Power Query editor, which generates queries in the Microsoft Data Mashup "M" universal query language. A critical optimization technique employed by Power Query is called "Query Folding", where the "M" query definition is translated into a native query that can be executed by the source database server. If query folding works, SQL Server executes queries and returns results to the Power BI service through the on-premises data gateway. If query folding can't be used, all raw data is streamed through the gateway, held in memory in the service and then processed inefficiently, row-by-row. Query folding works reliably when queries authored in Power Query reference relational database tables or views. Avoid using SQL statements in Power Query and avoid using stored procedures as query data source objects. This can be a difficult transition for database professionals who are accustomed to writing SQL queries but Power Query can optimize its queries only when referencing tables or views. In rare cases to avoid extremely long-running queries that might time-out during data refresh, it may be necessary to materialize source table results in a table stored in the EDW or data mart database. Using parameters with an incremental refresh policy can also reduce or eliminate query time-out issues. Managing Dataset Size with Parameters Use Power Query parameters to filter large tables (typically only fact tables). The incremental refresh feature of Power BI Premium capacity will automatically generate partitions and only process new or partial data to avoid reloading large tables. Even if you don't intend to implement incremental refresh policies; data refresh parameters allow the working dataset size to be reduced in the development environment and to deploy a smaller dataset file that can then be refreshed with a full load of data in the service. Recommendation:Design large tables with a parameterized-range filter that conforms to the requirements supporting incremental refresh policies. When a dataset PBIX file approaches 400 MB in size, parameters should be used to filter large tables and reduce the working set of records for development. Dataset approaching 1 GB in size should have fact tables configured with incremental refresh policies and must be in a Premium capacity workspace. First, create a custom dashboard by pinning tiles Use SSRS/Paginated Reports for Operational Reporting Power BI is not a replacement for paginated, operational reporting. For static, multi-page, printable reports; use SQL Server Reporting Services (SSRS) instead of Power BI. SSRS (now called "Paginated Reports") is integrated into the Power BI service with Premium capacity licensing, and can be integrated with interactive Power BI reports and Power BI data datasets. To a limited degree, some operational reports can be reproduced using Power BI reports and SSRS can be used, some a limited degree, to create interactive reports. Recommendation:Use the right tool for the job and consider the strengths and limitations of Power BI, SSRS/Paginated Reports and Excel to author and deliver reports for different audiences and use cases. If Users Need Excel, Give them Excel Financial users often misunderstand that they really need spreadsheet reporting when they really need spreadsheets reports with reliable, current data. Power BI was borne from Excel and from SQL Server Analysis Services (traditionally "cubes"). Therefore, it can meet the needs of both self-service users and IT-managed enterprise BI solutions. In many ways, Excel are a perfect pair. If users need spreadsheets, don't give them reports that look like spreadsheets. Give them connected spreadsheets; then train them to use Excel from a Power BI report and certified dataset. Analyze in Excel is a gem that is often not promoted by IT-based report authors; typically, because report requirements are usually specified before users lean about this capability. It really is a best-of-both-worlds solution; because it keeps governed data in a published dataset which allows users to access it via a secure live connection from Excel. When selecting Analyze in Excel from a published report or dataset in the service, Excel opens with a new connection (using an OCD file) directed at the published dataset. The Analyze in Excel ribbon (installed to Excel when downloaded) can also be used to create a new connection from Excel by default, a pivot table is generated in a new worksheet, but advanced Excel users can use cube functions to place live Power BI dataset data anywhere in a workbook. Power BI and Excel-the Dynamic Duo Recommendation:Rather than exporting data from Power BI (and creating off-line copies of data), promote the use of live, connected reporting with Excel. Enable Analyze in Excel in selected reports and datasets; then train a limited audience of advanced users to promote its use. Establish best practices for each business use case. Generally information about this feature is available here: Implementing Security There are many good references and tutorials about data and report security that I won't cover here but will summarize the recommended approaches. Data level security and report/content level security are separate concepts that should be coordinated. Report/Content-Level Security There are multiple options for sharing report content with users. Users cannot view a dashboard or report unless they have been granted access to a workspace or have been invited to share a report. If you have a Premium capacity Power BI tenant, you can package the content of a workspace (dashboard(s) and report(s)) as an app which can be shared with any users in your organization who do not need individual Power BI Pro licenses to read and view content. These users will not be able to edit or author additional reports. Users with Pro licenses assigned through the Office 365 Portal can have a workspace or report shared with them, which they can (unless otherwise restricted) edit, save, copy or share with others. Data-Level Security Once a user can access a report, they will see the results of all data in the underlying dataset for that report. Users with report level access can read all dataset data unless role-based and/or row-level security has been implemented. Role/RLS security work essentially the same way in SSAS and with data models developed with Power BI Desktop. Role-based Security Role-based Security is active when at least one role is defined for the dataset, filter expressions are added to the role and them user or group members are added to the role. Conditional filtering is performed for each table in the data model using a DAX expression. Row-level Security RLS is an extension of role-based security. In addition to creating one or more roles with filter expressions and adding role members, filtering may be conditional based on the authenticated user. The typical approach is to populate and maintain a mapping table of users and key values for each table in the data model that should have restricted access. All related data will be filtered. For example, if a user can only see data for a particular sales territory, they should only see sales totals for the territory. The user/mapping tables must be maintained either manually or through automation if the user/object permission information is available in an existing data source. Don't over-engineer this. The user/mapping information can be managed in a spreadsheet and securely stored in SharePoint or OneDrive, or driven by a PowerApp or custom form. *This requirement is often missed in large projects. Recommendation:Add users to Office or Azure Active Directory groups and then use groups to share report content. If you are using role-based or row-level security, use groups to manage role membership. If using Premium, use workspace apps to share and distribute reports with read-only users and reduce Pro license requirements. Create a strategy for managing RLS user/entity mapping tables. Either manage manually or automate if the data is available. Certified & Shared Datasets To promote reuse and data governance, datasets can be used in reports residing in different workspaces (including a personal workspace). Datasets can be endorsed to designate those that are certified and promoted by data owners and the organization. The Power BI service includes a platform and workflow to manage promoted and certified datasets. When enabled, a dataset author can enable a dataset to be marked for promotion and certification. Designated users can test and optionally certify specific datasets that are known to be reliable and conform to organizational governance standards. Dataset promotional and certification markings require the coordinated effort of the solution developer, Power BI tenant admin, data steward or business stakeholders. The actual process is simple; but the certification process should be defined and managed by solution business owners and service administrators. The following image illustrates the aforementioned process. Information about this capability: Enterprise Scale Options In many ways, Power BI has now surpassed the capabilities of SQL Server Analysis Services. Microsoft are investing in the enterprise capabilities of the Power BI platform, by enhancing Power BI Premium Capacity, adding Paginated Report and features to support massive scale specialized use cases. Consider the present and planned capabilities of the Power BI platform, before, choosing another data modeling tool such as SSAS. Resources: rnsbp: Data Model Options for Power BI Solutions Project Preparation Checklist [] Categorize the solution by identifying the author & user roles related to the project. [] Author role: Business Data Analyst [] Author role: Data Scientist [] Author role: IT BI Developer [] Users' role: Report/Dashboard Consumer [] Users' role: Self-service Report Author [] Users' role: Advanced Data Analyst [] Develop & Document Support & training plan for users [] Identify the Solution Type for the project. This will guide other project management designs: [] Design single PBIX file for small group, departmental project authored by one developer for a limited group of users [] Design & deploy a separate dataset PBIX file - from report file(s) - when the dataset should be branded as a Certified dataset [] Design separate dataset and report PBIX files for formal projects with more than one dataset & report developer, to coordinate work [] Use SSAS/AAS as a data modeling option when those databases exist or where IT operations insist o management development and maintenance through integrated source control (e.g. Visual Studio Team Services & Azure DevOps) [] Identify the Project Type & related Soluton Architecture: [] Project type: Formal project [] Project type: Informal project [] Project type: Hybrid project [] Architectural approach: Single PBIX [] Architectural approach: Separate dataset and report PBIX [] Architectural approach: Report PBIX connected to SSAS or AAS [] Understand DirectQuery model trade-offs and special use cases. Avoid if possible. [] Create storage locations and folder structure for Development file management: [] Development file storage [] Team member collaboration environment & processes [] Folder synchronization [] Define File naming standards [] Decide on dataset and report names [] Define the Version Control & Lifecycle Management [] Postfix files with 3-part version number [] Remove ver number from published files in QA and PROD [] Create Version History table in Power Query [] Increment version numbers in data model [] Backup PBIX files for archive [] Create measures: Last Refresh Date/Time [] Create measure: Current Version [] Add data model info page to report [] Define your Release Management, DevOps & Automation strategy (if any - Might be OK to deploy files manually) (to automate or not to automate) [] Decide on Workspace and App Management, workspace & app name, etc. [] Create PROD workspace (mln PRD from name), assign dedicated capacity [] Create QA workspace (post-fix name with QA), assign dedicated capacity [] Create DEV workspace (post-fix name with DEV), dedicated capacity not required [] Assign Pro licenses to all developers, admins and report author users (QA)? [] Assign membership and access to workspaces [] Create fact date range filter parameters: RangeStart & RangeEnd [] Filter large fact tables with range filters, consider incremental refresh policies if slow and/or over 800 MB compressed. [] Design source queries (T-SQL?) to reshape source data into conformed dimension & fact tables [] Create views in database for each dimension and fact [] Enforce key uniqueness to remove all duplicate keys from all dimension tables [] Query Date dim/lookup table at source if it exists [] If not available, generate Date dim/lookup table in Power Query [] Avoid bi-directional relationship wherever possible [] Include code annotations & comment blocks in: views, M queries,measures [] Hide all key columns and other columns not used directly by users [] Use parameters to filter and reduce dataset PBIX size to ~400 MB or less [] Create incremental refresh policies for dataset larger than ~500 MB [] Use Premium capacity workspaces for datasets approaching 900 MB [] Use Premium capacity workspace when you need to share reports with non-Pro licensed user [] For non-Pro licensed user, convert QA (and then PRD) workspace to app and distribute the app to users via AD group membership [] Create explicit measures for all aggregate-able column values [] Hide all measure base numeric columns [] Set all non-aggregate-able numeric column default summarization to "Do Not Summarize" [] Format add whole numbers with thousand separators [] Format all currency & decimal measures to defined standard (perhaps 2 decimal, thousand separator) [] Format all ratios and percentage with appropriate decimal positions [] Use the DIVIDE function for all division operations to avoid div by zero [] Name all measures and user-visible fields with mixed-case, short, [] friendly sentence-like terms [] Assign measures to fact table where they logically belong - or to an empty measure group table. [] Measures that don't have an obvious home (fact) table should be assigned a measure group table. [] Precede measure group table names with "." so they sort to the top of the list. (display folders are not ready for use in Power BI Desktop)As a team decide: [] When to increment the revision/fix number [] When to increment the minor version number [] Who owns the migration to QA process? How is it implemented? [] Who own migration from QA to PROD? How is it implemented? [] How is user/stakeholder sign-off obtained? [] How are data source requirements defined, presented & documented? [] Who owns & maintains the requirements log? [] How are measure & KPI calculation requirements documented & maintained? [] How are the report design, layout & visualization requirements documented & maintained? [] What is the organization & project styling & branding standard? [] Does the organization have a standard brand image? Where is it documented? How owns that standard & can answer questions? [] Should report be designed for mobile consumption (with mobile layouts)?

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