Power BI[™] applications

Information Governance Website link

Steps to access your Power BI™ applications

- 1. Sign in to the Power BI[™] service.
 - a. Open your favourite browser and type <u>https://app.powerbi.com/</u>
 - b. Sign in with your SUN email address and enter your password.
- 2. Once the Power BI[™] service is open, select Apps.



3. Select the app that you want to view from the list.

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Procedure to apply for a Power BI[™] licence

- Contact Mandy Wanza from IT to get a quotation for a Power BI™ licence.
- Create a requisition for payment of the licence and send details to Mandy.
- The Power BI[™] licence will be activated and then the user will be informed.
- Licences need to be renewed annually.