How to Access WTCS Power BI Reports

Note: A college data access coordinator must submit an access request on your behalf before Power BI report permissions will be assigned to your account. You also need a Power BI Pro License either through a Power BI Pro addon license or a Microsoft 365 A5 license.

1. If a new account needs to be created for you, you will receive an invitation email. You need to select the "Accept invitation" link in the email.

2. When you get to the permissions request, select Accept.
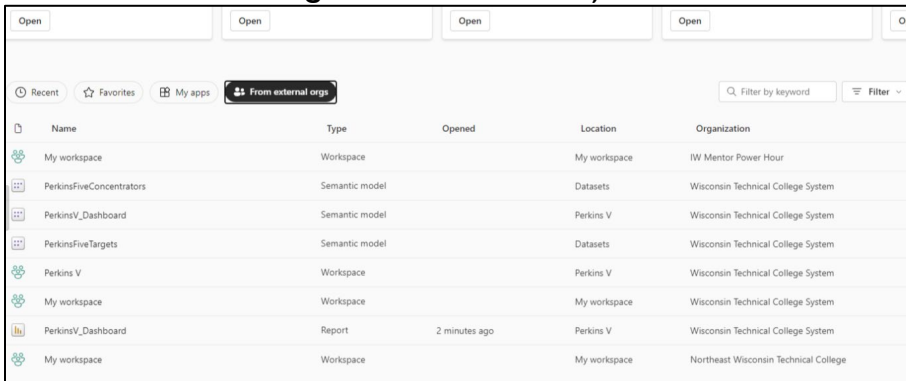
3. If you get sent to an Apps dashboard, go to this link to get redirected to the WTCS tenant: https://app.powerbi.com/home?ctid=cbb68fc4-9dc5-4784-bfc5-fd3d49dcf8bb. You should see the reports to which you have access listed under Guest content. Select the report you want to view.

4. After reviewing a report from the WTCS tenant this way, you should now be able to view shared reports from Power BI in your own tenant. They will be listed in the "From external orgs" section. (Note: You might have to log out and log back in to your Power BI for permissions to update and for the "From external orgs" section to show.)

Open	Open	Open	Open	Ope

Recent | Favorites | My apps | **From external orgs** | Filter by keyword | Filter

	Name	Type	Opened	Location	Organization
	My workspace	Workspace		My workspace	IW Mentor Power Hour
	PerkinsFiveConcentrators	Semantic model		Datasets	Wisconsin Technical College System
	PerkinsV_Dashboard	Semantic model		Perkins V	Wisconsin Technical College System
	PerkinsFiveTargets	Semantic model		Datasets	Wisconsin Technical College System
	Perkins V	Workspace		Perkins V	Wisconsin Technical College System
	My workspace	Workspace		My workspace	Wisconsin Technical College System
	PerkinsV_Dashboard	Report	2 minutes ago	Perkins V	Wisconsin Technical College System
	My workspace	Workspace		My workspace	Northeast Wisconsin Technical College