

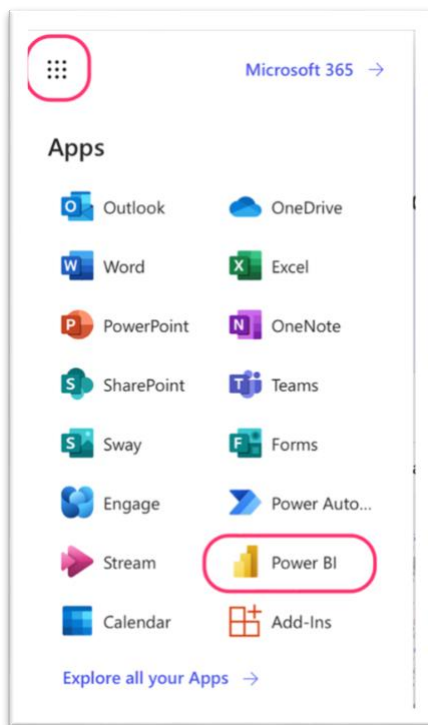


How to Obtain Power BI Desktop

There are three ways to get Power BI Desktop. Please note that you should request a Power BI Pro license if you do not already have one. (see the 'Access' section of the [Power BI page](#) for more information on requesting a license)

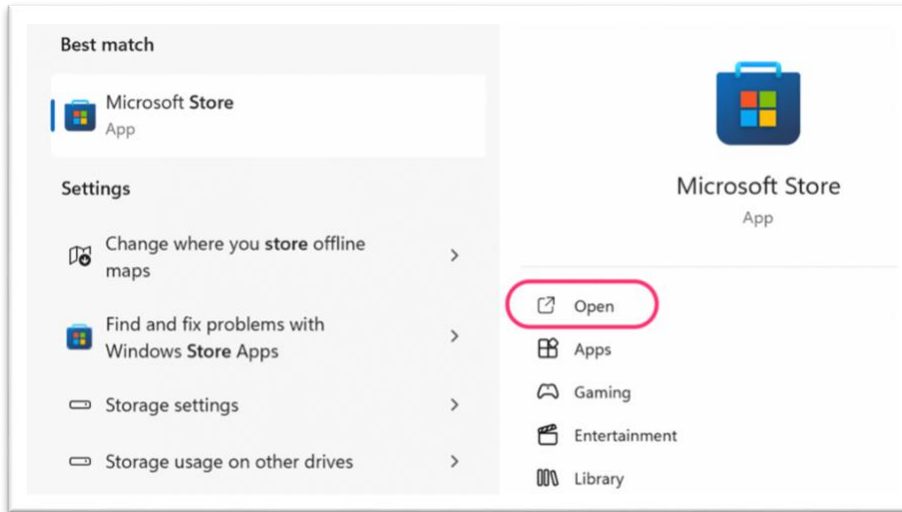
Option One: Once a license has been granted, the application can be downloaded from the WashU Office 365 center.

1. Go to the [Office365 portal](#) and log in if necessary.
2. Once logged in, click on the app launcher menu in the upper left corner and click on Power BI to download.



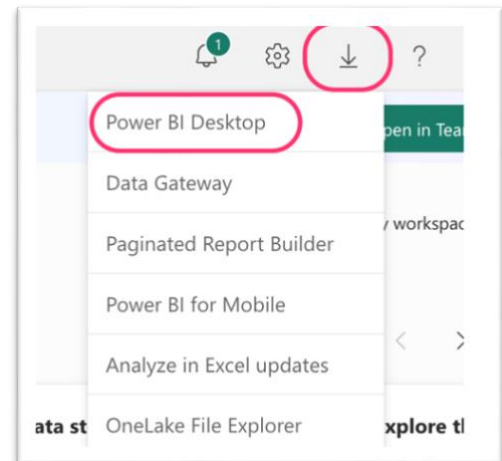
Option Two:

1. In Windows, click inside of the Windows search bar at the bottom of your screen and type in "store" to locate the Microsoft Store app.
2. Open Microsoft Store and search for Power BI Desktop, then click on 'Get' to download the application.



Option Three:

1. Log into [Power BI As-a-service](#).
2. Click on the Download icon in the upper right corner and select Power BI Desktop from the menu that appears.
3. This will open the Power BI download page in Microsoft Store. Click the Download button to download Power BI Desktop.



If you should encounter any issues, please contact the data team at data@wustl.edu.