

Power BI Premium to Fabric migration checklist

Premium per capacity (P SKUs) retires at the end of your current agreement, and the move to a Fabric capacity (F SKU) is not automatic. Work down this list in order. Keep Premium running until the last box.

Premium capacity and SKU	Premium term ends	Azure region
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Target F SKU	Pilot date	Cutover date
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1. Size

- ☐ Capacity Metrics app reviewed for the last 30 days
- ☐ F SKU chosen (P1 maps to F64; adjust to real usage)
- ☐ Below F64? Every viewer will need a Pro license
- ☐ Room left for future Fabric items (Lakehouses, notebooks)

2. Prepare

- ☐ F capacity created in the **same region** as Premium
- ☐ Capacity admins added to the F capacity
- ☐ Migration admin is a Fabric administrator
- ☐ Premium capacity settings written down and recreated
- ☐ "Users can create Fabric items" setting decided
- ☐ Power BI Report Server licensing checked

3. Record the before

- ☐ Every model's refresh schedule (days, times, time zone)
- ☐ Every data connection and the gateway it uses
- ☐ Last refresh result for each model
- ☐ Anything already failing listed, so it isn't blamed on the move

4. Pilot

- ☐ 2-3 low-risk workspaces chosen, one with a scheduled refresh
- ☐ Moved outside refresh peaks
- ☐ All of section 5 checked on the pilot

5. Check after every move

- ☐ Each workspace shows the new capacity
- ☐ Refresh schedules on, same days and times
- ☐ Connections and gateways unchanged; no credentials to re-enter
- ☐ An on-demand refresh succeeds
- ☐ The next scheduled refresh succeeds (check next morning)
- ☐ Import, DirectQuery and paginated reports open
- ☐ Subscriptions send
- ☐ XMLA tools (Tabular Editor, SSMS) connect
- ☐ Capacity Metrics shows headroom on the new capacity

6. Cutover

- ☐ Change window agreed and users told
- ☐ Remaining workspaces moved, all or in waves
- ☐ Cancelled refreshes re-run
- ☐ Section 5 repeated

7. Finish

- ☐ Two weeks with no capacity-related failures
- ☐ No workspaces left on Premium
- ☐ Premium cancelled
- ☐ Dev/test capacities set to pause when idle
- ☐ Reservation considered for steady production use

Plan extra time for cross-region moves, multiple capacities, Private Link, very large models or Fabric items already on Premium.

Want it done for you? Birch Run Consulting runs this migration for a flat fee, with health checks on every refresh schedule and connection afterwards. birchrunconsulting.com/services/premium-to-fabric