"MIS Course Practical Task Requirements"

➢ **Task Requirements:**

- Find and prepare your own Dataset file [Excel or CSV] and the Dataset should: **[3 grades]**
  o Contain two tables
  o Contain at least five columns
  o Have numeric columns
  o Have a **Date** column

- Then Apply the following changes to your dataset using Power BI Tool:

1. Combine the two tables with each other. **[2 grades]**
2. Change the Data Type of any column that has a Decimal value to be an Integer or if your dataset doesn't have any decimal column then change the type of any text column (UPPER, LOWER…). **[1 grade]**
3. Divide the "**Date**" column into three columns then rename the columns to "**Year**"," **month**", and **"Day**". **[1 grade]**
4. Add a new column by yourself and rename it to "**anything you prefer**" which will contain a calculation of another numeric column (s) by applying a meaningful operation [multiplication, division…]. **[1 grade]**
5. Add a new column by yourself and rename it to "**anything you prefer**" which will merge two columns with each other. **[1 grade]**
6. Create a **Report** consisting of two pages which should contain the following charts:
   o **Bar Chart** between any two reasonable fields [on the first page] **[1 grade]**
   o **Pie Chart** between any two reasonable fields [on the first page] **[1 grade]**
   o **Line Chart** between any two reasonable fields [on the second page] **[1 grade]**
7. Rename your Report pages to "**Task Page 1**" & "**Task Page 2**". **[1 grade]**
8. Add a title for your report "**Practical Task Report**" **[1 grade]**
9. Apply a **Report-level filter** on any field (using Basic Filtering) **[1 grade]**
10. Apply a slicer on the second page **[1 grade]**
11. Create a measure **NOT** a quick measure using the SUM function that calculates the total of any numeric column with a meaningful measure name and uses it in any new Chart. **[3 grades].**
12. Save your final report on your machine (PDF) **[1 grade].**