


Module 11: Importing Data from External Sources


1. Importing Data from a Website into Excel (Excel 2019 / 365)

You can directly fetch live web data into Excel using built-in features like **Power Query**.

◆ Example Source:

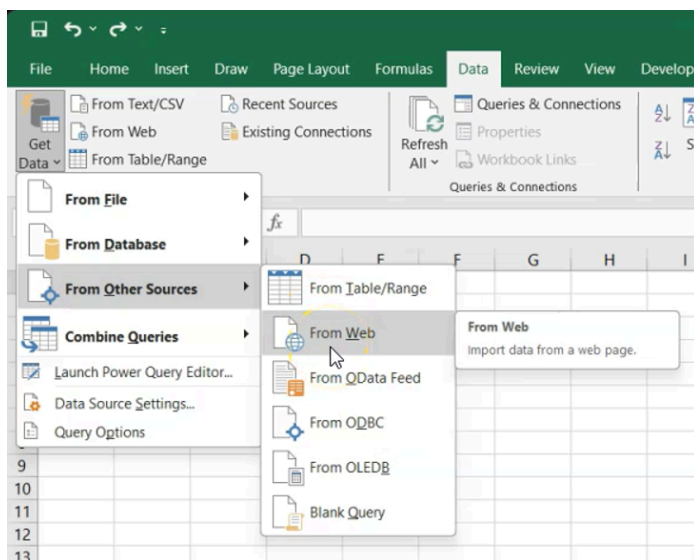
 Use this as an example:

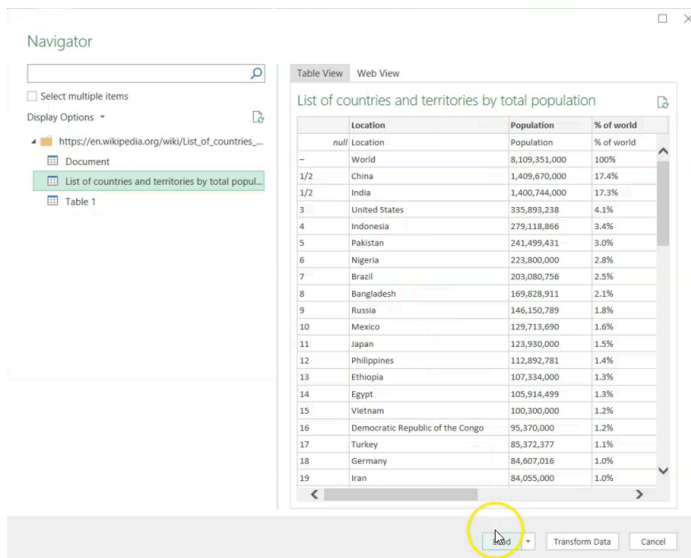
"List of countries by population (United Nations) - Wikipedia"

 [https://en.wikipedia.org/wiki/List_of_countries_by_population_\(United_Nations\)](https://en.wikipedia.org/wiki/List_of_countries_by_population_(United_Nations))

✓ Steps to Import Web Data:

1. **Copy the URL** of the webpage with the data.
2. Open **Excel**.
3. Go to the **Data** tab → click **Get Data**.
4. Select:
 - **From Other Sources** → **From Web**
5. Paste the **URL** → Click **OK**.
6. **The Navigator Dialogue Box** appears.
 - Browse and **select the table** or data you want.
7. Choose:
 - **Load** → To bring data directly into Excel
 - **Transform Data** → Opens **Power Query Editor**





In Power Query Editor:

You can **clean and customise** your data before importing.

Some common actions:

Action	Use
Remove Columns	Delete unnecessary fields
Remove Rows	Delete headers, blank, or duplicate rows
Sort	Ascending or descending
Filter	Based on specific values
Rename Columns	For clarity and ease of use
Change Data Type	Text, Number, Date, etc.
Split Column	By delimiter or position
Replace Values	Clean up or modify data

	Location	Population	% of world	Date	Source (official or from the United Nations)
1	World	8,109,553,000	100%	29 May 2024	UN projection
2	China	1,409,670,000	17.4%	31 Dec 2023	Official estimate
3	India	1,400,744,000	17.3%	1 Mar 2024	Official projection
4	United States	335,893,238	4.1%	1 Jan 2024	Official estimate
5	Indonesia	279,138,866	3.4%	1 Jul 2023	National annual projection
6	Pakistan	241,496,621	3.0%	1 Mar 2023	2023 census result
7	Nigeria	223,800,000	2.8%	1 Jul 2023	Official projection
8	Brazil	203,080,756	2.5%	1 Aug 2022	2022 census result
9	Bangladesh	169,828,911	2.1%	14 Jun 2022	2022 census result
10	Russia	146,150,789	1.8%	1 Jan 2024	Official estimate
11	Mexico	129,715,600	1.6%	31 Mar 2024	National quarterly estimate
12	Japan	123,950,000	1.5%	1 May 2024	Official estimate
13	Philippines	112,892,781	1.4%	1 Jul 2023	Official projection
14	Ethiopia	107,334,000	1.3%	1 Jul 2023	National annual projection
15	Egypt	105,914,499	1.3%	1 Jan 2024	Official estimate
16	Vietnam	100,300,000	1.2%	Jul 2023	Official estimate
17	Democratic Republic of the Congo	95,370,000	1.2%	1 Jul 2019	Official figure
18	Turkey	85,372,377	1.1%	31 Dec 2023	Official estimate

After cleanup:

- Click **Close & Load** (Top-left)
- Data appears in the Excel sheet as a **connected table**

2. Automatically Update Data When Webpage Changes

If the data on the webpage is updated and you want your Excel file to reflect those updates:

Steps to Refresh Web Data:

1. Click **any cell** in your imported table.
2. Go to the **Data** tab.
3. Click **Refresh All**
 - This will re-fetch the latest data from the source.

Optional: Auto-Refresh Settings

1. After importing your data (e.g., using **Get Data → From Web**), go to the **Data** tab.
2. Click on **Queries & Connections** (if the right-side pane isn't already open).
3. In the **Queries & Connections** pane, **right-click on your query name** (like *Table 1* or *Query1*).
4. Select **Properties**.
5. In the **Query Properties** window:
 - ☒ Tick **Refresh every X minutes** (e.g., 60)
 - ☒ Tick **Refresh data when opening the file**
6. Click **OK** to apply changes.

Tip:

- Make sure the source website's structure doesn't change—if it does, the query may break.
- Power Query is powerful for cleaning and reshaping imported data.