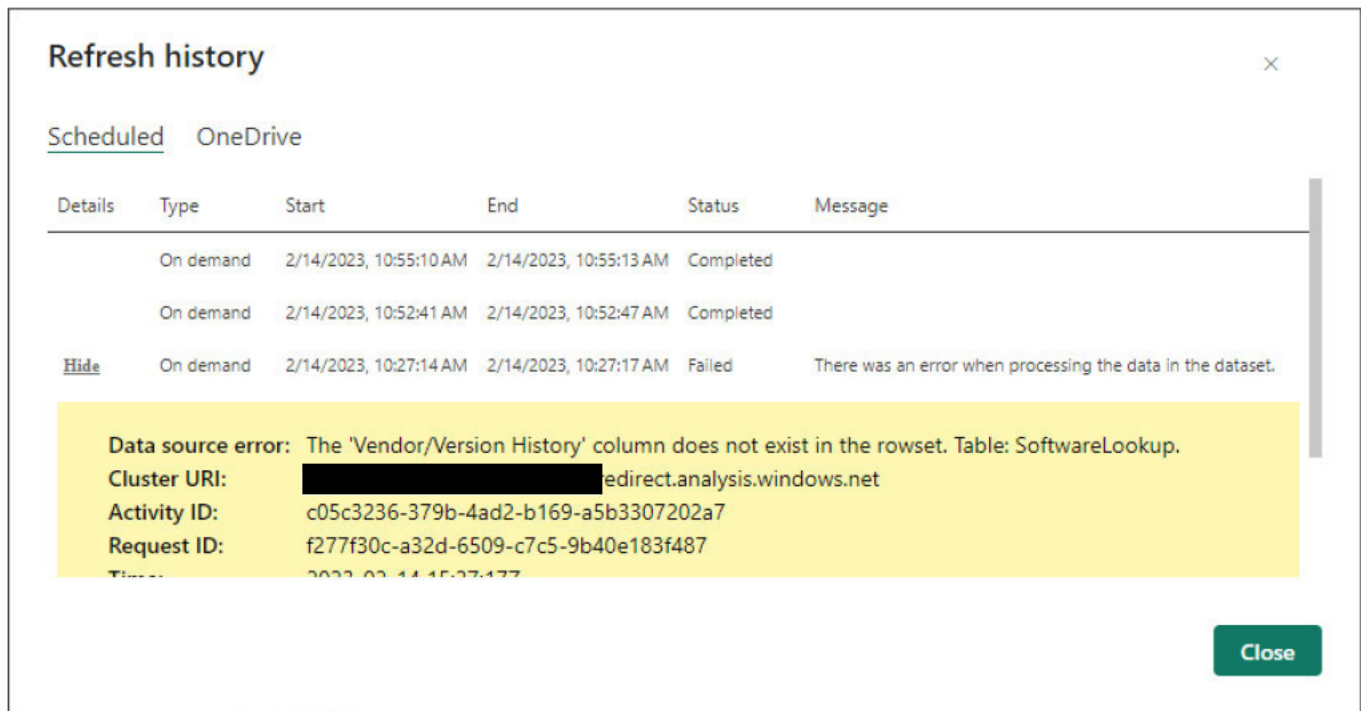# Power BI Report Republishing

Minor changes to the dataset (e.g., new programs or edits) will be refreshed either instantly (via automation) or by schedule (via Scheduled Refresh). However, changes to the structure of the data (e.g., column additions, deletions, or revisions) require that the dataset be repopulated and republished.

The Power BI dataset has multiple tables that are generated from the [SharePoint ▉▉▉▉▉ List](#). These tables are self-referencing and are transformed using stored queries in *Power Query Editor* of Power BI. When the structure of the List (i.e., table) changes, reports cannot refresh because the data source (the SharePoint software list) and the dataset (the Power BI file `SoftwareLookup.pbix`) are out of sync.

If you change the name of a column, for example, refreshes will fail with verbose errors in the *Refresh History* pane as below:

Refresh failures are also indicated in the main *Power BI workspace* as below:

+ New ⌄   ⬆ Upload ⌄   ☰ View ⌄   ☰ Filters
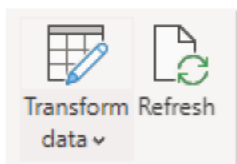
All   Content   Datasets + dataflows

🗋	Name	Type	Owner	Refreshed	Next refresh
▮	SoftwareLookup	Report	CECAS CORE Help De…	2/14/23, 10:27:17 AM	—
▮	SoftwareLookup	Dataset	CECAS CORE Help De…	2/14/23, 10:27:17 AM ⚠	2/15/23, 12:00:00 AM

To repopulate the dataset based on the new List structure (i.e., the revised SharePoint ▮▮▮▮▮▮ List), the Power BI dataset needs to be updated from the Power BI desktop app. If you do not have access to these files, you can sync them to your local OneDrive folder as below:

> To access Files in the Teams Training and Information channel from your local OneDrive, navigate to ▮▮▮▮▮▮▮▮▮▮▮▮▮ and click ⊡ Add shortcut to OneDrive . If you have a small screen, you may need to click ⋯ to see the Add Shortcut option. Note that your OneDrive must be setup and configured with your Clemson University account.
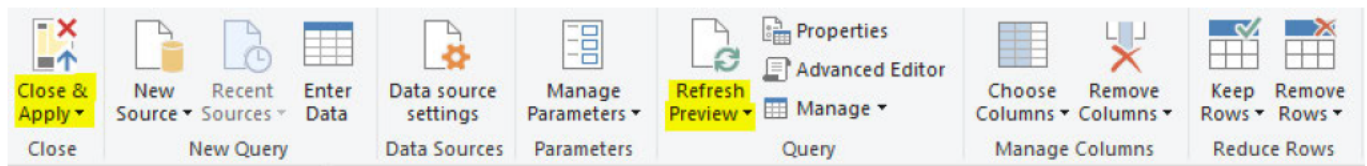
Now, we can repopulate the dataset and republish the report:

1. Open *Power BI Desktop*
2. Go to *File*, *Open Report*, and *Browse Reports* to the following location: \Shared Documents\Training and Information\Support Documents\Software Licensing\Software Lookup\
3. Open `SoftwareLookup.pbix`
4. Once opened, we need to select the *Transform Data* dropdown and then select *Transform Data*
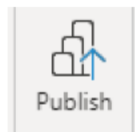

5. We should now be in the *Power Query Editor*. Here, we can refresh our data source, and the stored queries for the dataset do the rest of the work for us.
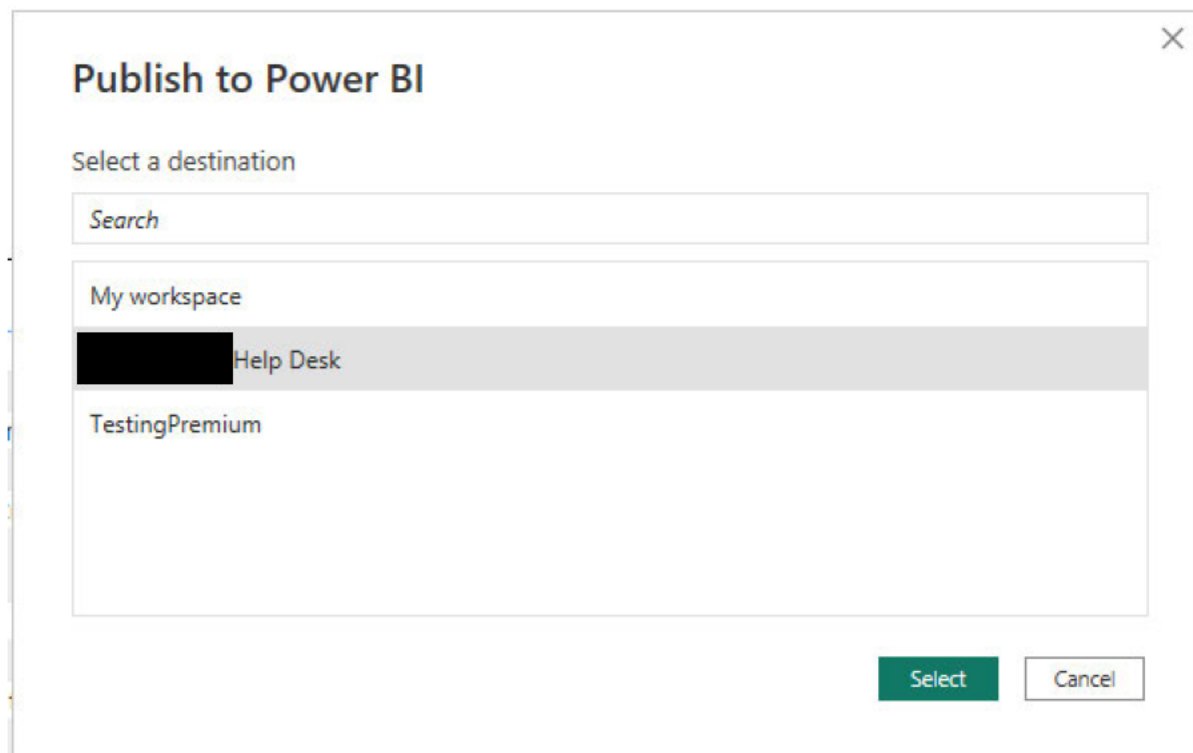1. Click the *Refresh Preview* dropdown and select *Refresh All*. Let the process complete.
2. Click *Close & Apply*

6. We should be back in the Power BI dashboard now where we can republish the Power BI dataset changes to our Power BI report workspace. Save your new report and click *Publish*.

7. Make sure to select the correct workspace to *Publish* to.

Publish to Power BI

Select a destination

Search

My workspace

████████ Help Desk

TestingPremium

Select   Cancel

8. Since we have made changes to the structure of the data set, we are connecting the Power BI report to our fresh dataset. We must choose *Replace*.

Replace this dataset?

You already have a dataset named 'SoftwareLookup' in Power BI.

Replacing this dataset may impact:

📊 1 report

View the impact of this change on the content in the Power BI service.

View impact ↗   Replace   Cancel

9. We should now see the dialogue below.

Publishing to Power BI

✓ Success!

Open 'SoftwareLookup.pbix' in Power BI

Get Quick Insights

📊 **Did you know?**
You can create a portrait view of your report, tailored for mobile phones. On the **View** tab, select **Mobile Layout**. Learn more

Got it

10. Now, we can verify that our report will refresh again by checking the *Refresh History* pane in

our Dataset's settings at https://app.powerbi.com

Refresh history ✕

Scheduled OneDrive

Details	Type	Start	End	Status	Message
	On demand	2/14/2023, 10:55:10 AM	2/14/2023, 10:55:13 AM	Completed	
	On demand	2/14/2023, 10:52:41 AM	2/14/2023, 10:52:47 AM	Completed	
Show	On demand	2/14/2023, 10:27:14 AM	2/14/2023, 10:27:17 AM	Failed	There was an error when processing the data in the dataset.
	On demand	2/14/2023, 10:02:32 AM	2/14/2023, 10:03:11 AM	Completed	
	Via Api	2/14/2023, 9:16:38 AM	2/14/2023, 9:16:44 AM	Completed	

Close