

# Project 1 - Basic Sales Dashboard in Power BI

## Step 1 — Create a Table visual (Region + Sales)

1. In Report View, click the Table visual.
2. Drag 'Region' into the Values area.
3. Drag 'Sales' into Values as well — Power BI sums the sales for each region.

## Step 2 — Add a Slicer for Product

1. Click the Slicer visual.
2. Drag 'Product' into the slicer's Field box.
3. Now selecting a product filters the table.

## Step 3 — Change Theme to Dark Mode

1. Go to View → Themes → choose a dark theme.

## Step 4 — Purpose of Data & Model Views

- Data View: See actual table data (like Excel). Check rows, missing values, create calculated columns.
- Model View: Shows table relationships. Create and manage links between tables.

## Step 5 — Add Visuals

### 5.1 Bar Chart (Sales by Region)

- Clustered Bar Chart → Axis: Region, Values: Sales.

### 5.2 Line Chart (Sales over Date)

- Line Chart → Axis: Date, Values: Sales → set date to continuous.

### 5.3 Card (Total Profit)

- Card visual → Values: Profit.

## Layout Suggestions

- Top left: Product slicer.
- Below slicer: Table visual.
- Top right: Card (Total Profit).
- Middle right: Bar chart (Sales by Region).
- Bottom right: Line chart (Sales over Date).
- Keep colors consistent and spacing clear.