What is the purpose of the "Applied Steps" pane in Power Query?
It shows the list of transformations applied to your data in sequence, making it easy to edit or remove steps.

2. How do you remove duplicate rows in Power Query?
Select the columns to check for duplicates, then go to **Remove Rows > Remove Duplicates**.

3. What does the "Filter" icon do in Power Query?
It allows you to include or exclude rows based on specific values in a column.

4. How would you rename a column from "CustID" to "CustomerID"?
Right-click the column header and choose **Rename**, then type the new name.

5. What happens if you click "Close & Apply" in Power Query?
It applies all your changes and loads the transformed data into Power BI.

6. Remove all rows where Quantity is less than 2.
Filter the **Quantity** column to only keep rows where `Quantity >= 2`.

7. Split the OrderDate column into separate "Year," "Month," and "Day" columns.
Use **Transform > Date > Year / Month / Day** to extract each part of the date.

8. Replace all "Mouse" entries in the Product column with "Computer Mouse."
Use **Transform > Replace Values**, search for "Mouse", replace with "Computer Mouse".

9. Sort the table by OrderDate (newest first).
Click the drop-down in the OrderDate column and choose **Sort Descending**.

10. How would you handle null values in the Price column?
You can either:

- Replace them with a default value (`Transform > Replace Values`), or

- Remove rows with nulls (`Remove Rows > Remove Errors` or filter them out).

11. Write custom M-code to add a column calculating TotalSpent = Quantity * Price.

m
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```
= Table.AddColumn(Source, "TotalSpent", each [Quantity] * [Price])
```

12. Group the table by CustID to show total spending per customer.
Go to **Home > Group By**, select **CustID**, and use the operation **Sum** on `TotalSpent`.

13. Fix inconsistent date formats (e.g., 01/10/2023 vs. 2023-01-10) in OrderDate.
 Change the column type to **Date**, and Power Query will standardize the format.

14. Create a conditional column: Label orders as "High Value" if Price > 100.
 Go to **Add Column > Conditional Column**, then set:

```
If [Price] > 100 then "High Value" else "Regular"
```

15. Optimize the query to reduce refresh time (e.g., remove unused columns early).
 Remove unnecessary columns **as early as possible** in the query steps to reduce memory load and processing time.