

Your grade: 100%

Your latest: **100%** • Your highest: **100%** • To pass you need at least 80%. We keep your highest score.

Next item →

1. You brought information into Power BI Desktop from multiple sources which include Excel, SharePoint, and an Oracle Database. While designing the Power BI report, you create a visualization based on two tables from different sources. The aggregated results in the visual look incorrect and you think that the data tables may not be joined correctly. Which view should you use to clarify this?

1 / 1 point

- ☐ Data
- ☐ Dashboard
- ☒ Model
- ☐ Report

✔ **Correct**

Correct! The Model view allows you to see and visually set the relationship between tables or elements in the dataset.

2. You are creating a sales report in Power BI which contains information from multiple offices. One of the offices has been very slow to send their data to you. You finally receive an Excel spreadsheet which contains the necessary information, but the headings are in rows whereas in all your other data sources the headings are in columns. You are due to present this report to your manager in less than an hour. What is the best way to solve this problem?

1 / 1 point

- ☐ Load the table into the Power BI Report and use Power Query, Unpivot.
- ☐ Use the Transpose function in Excel to create a new version of the spreadsheet and then load it into the Power BI report.
- ☒ Load the table into the Power BI Report and use Power Query, Transpose.

✔ **Correct**

Correct! The transpose option in Power Query can transpose a whole table, treating the rows as columns and the columns as rows.

3. You are working in Power BI with a table of data that you brought in from Excel. The Excel spreadsheet contained staff names spread over two columns with first name in one column and last name in another. You decide to use the merge column feature in Power Query to combine the two entries into one column. When you have completed this change, you realize that you merged the wrong columns. What is the quickest way to correct the mistake?

1 / 1 point

- ☐ Use the split column option to divide the single column into two.
- ☒ Delete the step in the applied steps list.
- ☐ Use the undo button in the top left of the screen.

✔ **Correct**

Correct! The applied steps pane lists all recent actions, and you can reverse an action by deleting its step in the list.

4. One of the tables that you are using in the dataset of your Power BI report contains a column containing either the number 1, 2 or 3. These numbers indicate a stage in a project plan. If this column is included in a visualization, Power BI aggregates the data and totals the numbers. How can you stop this happening?

1 / 1 point

- ☐ You will need to turn off the aggregation for the field in Power Query.
- ☒ Right click on the Values field in the properties box for the visualization and then choose Don't Summarize from the menu.
- ☐ Right click on the visual and choose Do not Aggregate from the shortcut menu.

✔ **Correct**

Correct! With this choice Power BI will treat each value in that field separately and won't summarize them.

5. You create a new workspace in Power BI and intend to save Power BI reports and dashboards there so that they will be available to all members of the department. You only want the management team to be able to look at the underlying data tables. When you are granting access to the workspace, which roles would allow a workspace member to view the dataset? Select all that apply.

1 / 1 point

☒ Admin

✔ **Correct**

Correct! A person with an admin role will be able to view the dataset.

☒ Contributor

✔ **Correct**

Correct! A person with a contributor role will be able to view the dataset.

☐ Member

Correct

Correct! A person with a member role will be able to view the dataset.

☐ Viewer

6. You created a Power BI report using information from Excel, SharePoint and an SQL database. When you were importing the SQL data into Power BI, you were asked to log-in using your credentials. Now that the report is complete, you publish it to a workspace where you have enabled access for all members of the department. When the department staff are viewing the report, who will be asked for their authentication details to view the data that has come from the SQL database?

1 / 1 point

- ☐ Everyone except those with an Admin or a Member role in the workspace.
- ☒ No-one.
- ☐ Everyone except those with an Admin role in the workspace.

Correct

Correct! If you connect to your data sources by using your credentials, users with whom the dashboard is shared aren't authenticated against the original data source and will be granted access to the report.

7. You are creating a report on the department's performance over the first part of the financial year. You want to include specific visualizations which show how close the department is to meeting their overall target and how individual staff members are performing against their personal targets. Which of the following visualizations would be the most suitable to use for this? Select all that apply.

1 / 1 point

- ☐ Donut Chart
- ☒ Gauge Charts

Correct

Correct! Gauge Charts display a current status figure in the context of a goal.

- ☒ KPI charts

Correct

Correct! The KPIs chart displays progress towards a measurable goal.

8. You have created and shared a Sales Results dashboard. The dashboard page contains a variety of visualizations including several charts, a table, a matrix, and a Q&A visual.

1 / 1 point

Some users are viewing the dashboard on a mobile phone and have commented that the table is difficult to see and move around on a mobile device because it is quite wide. They also mentioned that the matrix contains a lot of the same information. You would like to customize the dashboard so that the table appears when users are viewing it in web layout, but not in mobile view. How can you do this?

- ☐ You cannot customize the dashboard in this way. The changes you make to the mobile layout of the dashboard will also be visible in the desktop version.
- ☒ Click on edit on the command line and then choose mobile layout. Find the table visualization and hover the mouse on it. An unpin choice appears in the top left corner. Click on this to move it to the Unpinned items pane on the right.
- ☐ Click on edit on the command line and then choose mobile layout. Navigate to the table visualization and use the mouse to drag it into the unpinned items pane on the right.

Correct

Correct! With the visualization stored in the unpinned pane, it is an easy task to add it back to the mobile layout if you decide to do so.

9. Now that you have shared the Sales Report dashboard, one of your senior colleagues has asked if it is possible for them to comment on a specific chart as they want to visually congratulate the team mentioned in the chart on the results achieved. Which of the following would allow them to do this?

1 / 1 point

- ☐ Click on Edit on the command line. Choose add comment.
- ☒ Click the ellipses on the corner of the visual, and then select Add comment.
- ☐ Click comment on the command line. Type the comment in comments pane.

Correct

Correct! Clicking on the ellipses shows a shortcut menu with add a comment as an option. The comment will be linked to the visual.

10. A colleague has shared a dashboard with you for review. You notice that a key result is wrong and want to query this in a way that your colleague is immediately aware of the issue. What would be the quickest way to do this?

1 / 1 point

- ☐ Click on the ellipses in the corner of the visual and choose the Report an Error option.
- ☐ Use the Q&A feature to send them a message.
- ☒ Add a comment to the visual and use the @ symbol and their email in the comment.

Correct

Correct! By using the @ symbol, the colleague will receive an email notification that you have added a

comment and will be able to go directly to it.