1. **Three data sources Power BI can connect to:**

Microsoft Excel files (.xlsx, .xls)

SQL Server databases

Web pages (via URL)

2. **The first step to import data into Power BI Desktop:**

Click on the **"Get Data"** button on the Home ribbon.

3. **How to refresh imported data in Power BI:**

Click the **"Refresh"** button on the Home tab to update the dataset with the latest data from the source.

4. **Two file formats Power BI can import directly:**

Excel files (.xlsx)

CSV files (.csv)

5. **What the "Navigator" window shows after selecting a data source:**

It displays a **preview of available tables or data elements** from the selected source, allowing you to select which ones to load into Power BI.

6. Import Sales_Data.csv and load only the "Product" and "Price" columns.

On the **Home** tab, click **"Get Data"** → select **"Text/CSV"**.

In the file browser, navigate to and select `Sales_Data.csv`,

then click **Open**.

Power BI will show a **preview** of the CSV file.

Click **"Transform Data"** instead of "Load" — this opens **Power Query Editor**.

In Power Query:

Uncheck all columns **except** "Product" and "Price".

Or right-click unwanted columns and select **"Remove"**.

Click **"Close & Load"** in the top-left corner.

7. How would you change OrderDate to a date format during import?

In **Power Query Editor**:

Select the `OrderDate` column

Click **"Data Type"** → select **"Date"**

8. What is the difference between "Load" and "Transform Data" in the import dialog?

Load: Directly loads data into Power BI without changes.

Transform Data: Opens **Power Query Editor** to clean, filter, or format data before loading.

9. Why might you see an error when connecting to a SQL database? (Name one reason.)

Invalid credentials or lack of permissions to access the database.

10. How do you replace a data source after importing it?

Go to **Home > Transform Data > Data source settings**

Select the source, click **Change Source**

Browse or enter the new source (e.g., a new file path or server)

11. Write the M-code to import only rows where Quantity > 1:

```
Table.SelectRows(Source, each [Quantity] > 1)
```

12. How would you change the data source if Sales_Data.csv changed?

In Power Query:

Go to **Home > Data source settings**

Select `Sales_Data.csv`, click **Change Source**

Browse and select the updated file

Click **Close & Apply**

13. Troubleshoot: Your CSV import fails due to a "mixed data type" error—how do you fix it?

In Power Query:

Manually **set the column's data type** to the correct type (e.g., text, number)

Remove or correct problematic rows

14.   Connect to a live SQL database with parameters (e.g., filter by year):

In Power Query:

Create a **parameter** (Home > Manage Parameters)

Use a native SQL query with the parameter:

```
SELECT * FROM Sales WHERE YEAR(OrderDate) = @Year
```

15.   How would you automate data imports using Power BI and Power Automate?

Use **Power Automate** to:

Monitor a folder (e.g., for a new CSV file)

Trigger a flow when a new file arrives

Call the **Power BI REST API** to:

Refresh the dataset automatically

Inside Power BI:

Ensure dataset is published to the **Power BI service**

Use **scheduled refresh** or a **Power Automate flow** to trigger refresh on demand