1. List three data sources Power BI can connect to.

Power BI can connect to a variety of data sources, including SQL Server databases, Excel workbooks, and Web sources such as websites or APIs.

2. What is the first step to import data into Power BI Desktop?

The first step is to go to the Home tab and select Get Data, then choose the type of data source you want to connect to (for example, Excel, CSV, or SQL Server).

3. How do you refresh imported data in Power BI?

You can refresh data by clicking the Refresh button on the Home tab. This reloads the data from the original source to ensure your report reflects the most recent information.

4. What file formats can Power BI import directly? (Name two.)

Power BI can directly import files such as CSV (.csv) and Excel (.xlsx). It also supports other formats like JSON, XML, and TXT.

5. What does the 'Navigator' window show after selecting a data source?

The Navigator window displays a list of available tables, sheets, or queries from the selected data source. It also provides a preview of the data, allowing you to choose what you want to load or transform.

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

Go to Get Data → Text/CSV → Select Sales_Data.csv, then click Transform Data. In Power Query, remove all unnecessary columns and keep only Product and Price. Finally, click Close & Load to import those columns into Power BI.

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

In Power Query, select the OrderDate column, go to the Transform tab, and choose Data Type → Date. This ensures that all values are recognized as valid date data before loading them into Power BI.

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

Load imports the data directly into Power BI without changes. Transform Data opens Power Query Editor, allowing you to clean, filter, and modify data before loading it.

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

An error can occur if the login credentials are incorrect, if the user doesn't have permission to access the database, or if firewall/network restrictions block the connection.

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

Go to Home → Transform Data → Data Source Settings, select the existing connection, then click Change Source to update the file path, server name, or database connection.

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?

If the file path or name changes, go to Data Source Settings → Change Source and select the new file. If you use parameters, simply update the parameter value to point to the new file location.

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

Open Power Query, locate the problematic column, and manually set a consistent data type (e.g., text or number). You can also use Replace Errors or clean the source file to remove inconsistent entries before importing.

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

Create a parameter in Power Query (e.g., YearParam) using Manage Parameters, then use it in your SQL query like this:

= Sql.Database('ServerName', 'DatabaseName', [Query="SELECT * FROM Sales WHERE Year = " & Text.From(YearParam)])

This dynamically filters the data based on the selected year parameter.

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

You can create a Power Automate flow that triggers a dataset refresh in Power BI automatically — for example, when a file in OneDrive or SharePoint is updated. Use the Power BI → Refresh Dataset action to keep reports updated without manual refresh.