**Requirements**

1. **Working Preference of People between WFH and WFO.**
2. **Find Sick Leave Percentages**

**Tips:-**

1. **When you are transforming data, always think of a dynamic way so that it will work even with new data.**
2. **Uncheck “Use Original Column name as prefix” to column names short.**
3. **Use ‘Ctrl+Alt+V’ to activate the paste special option and selected transpose. This will paste your horizontal values vertically and vice versa in excel.**
4. **Right click on the column to make the column transformation options appear.**
5. **Keeping the measure in the separate table is a best practice that will organize them all in one place.**
6. **Ctrl+Scroll up inside the measure box will increase the font size.**
7. **Google about calculate function in DAX and spend some time to clearly understand its syntax. You can build 80% of important your metrics with that.**
8. **You can create both DAX measure and Calculated column using DAX.**
9. **You can use the format option in column tools to change the date format as you like.**
10. **Try to provide a real insight for your client/stakeholder ASAP to increase the engagement rate.**
11. **Most Important insights at the top left as most people read from left to right.**
12. **A Good Insight report will enable you to ask more why’s on the top Kpi’s.**