# **Designing Dataflows to Extract and Transform Data**

Lab Time: 40 minutes

Lab Folder: C:\Student\Modules\10\_Dataflows\Lab\

**Lab Overview**: In this lab you will begin by creating a new app workspace and a new dataflow. Next, you will learn to work with the Power Query features in the browser to extract data from a SQL Azure database and to transform the data as it is loaded into dataflow storage in the app workspace. After you create the dataflow, you will create a Power BI Desktop project in which you will import the dataflow entities to create a starting point for a data model.

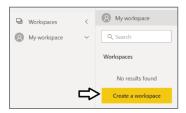
## **Exercise 1: Use Power Query to Create a New Dataflow**

In this exercise you will create a new workspace named **Wingtip Sales Model** and a new dataflow named **Wingtip Sales Dataflow**. This will give you a chance to learn how Power Query is used to create new dataflow entities. You will create four entities by extracting data an Azure SQL database running in the Microsoft cloud.

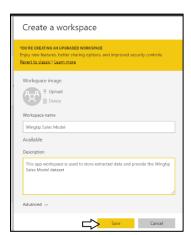
- 1. Log into the Power BI Service with your new organizational account.
  - a) Navigate the Power BI portal at <a href="https://app.powerbi.com">https://app.powerbi.com</a> and if prompted, log in using your organizational account.
- 2. Create a new app workspace named Wingtip Sales Model.
  - a) Click the **Workspace** flyout menu in the left navigation.



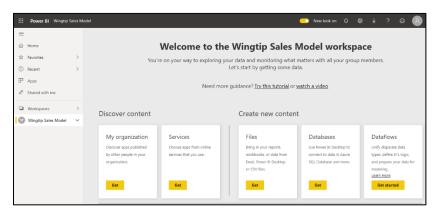
b) Click the Create app workspace button to display the Create an app workspace dialog.



- c) In the Create an app workspace pane, enter a workspace name of Wingtip Sales Model.
- d) Click the Save button to create the new app workspace named Wingtip Sales Model.

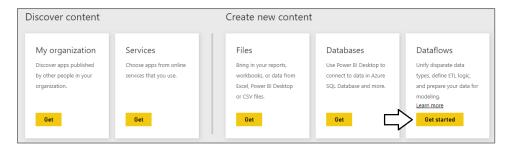


e) When you click **Save**, the Power BI service should create the new app workspace and then switch your current Power BI session to be running within the context of the new **Wingtip Sales Model** app workspace.

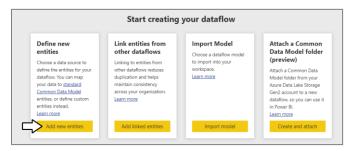


You should now see the welcome page for the app workspace. The welcome page is shown by default when an app workspace is empty and contains no content.

- 3. Create a new dataflow.
  - a) Click the Get started button in the Dataflows section.



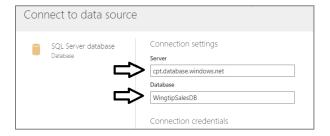
b) Click the Add new entities button in the Define new entities section.



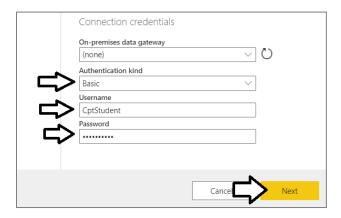
c) On the Choose data source page, select the Database tab and then select SQL Server database.



- d) Enter a Server value of cpt.database.windows.net.
- e) Enter a Database value of WingtipSalesDB.



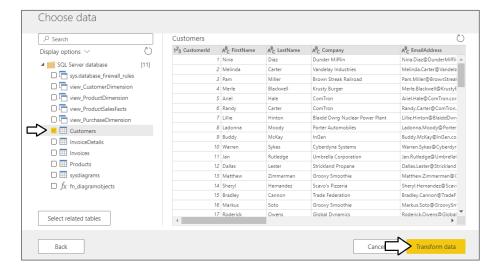
- f) Move down the Connection credentials section.
- g) Set the Authentication kind setting to Basic.
- h) Enter a Username of CptStudent.
- i) Enter a Password of pass@word1
- j) Click the Next button to continue.



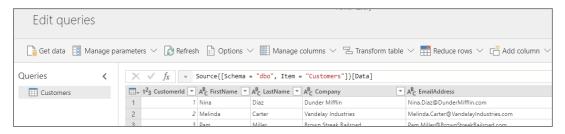
Once you establish a connection, you should be promoted with the Choose data screen to select one or more tables.

### 4. Select the Customers table

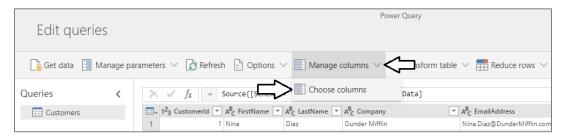
a) In the Choose data section, select the Customers table and then click Transform data.



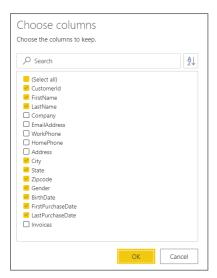
b) You should now see the **Edit queries** screen displaying query results and the M formula bar for the current step.



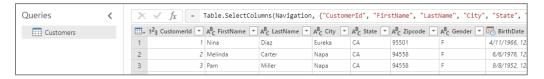
- 5. Use Power Query to clean and transform the data from the Customers table.
  - a) Drop down the Manage columns menu button and select the Choose columns command.



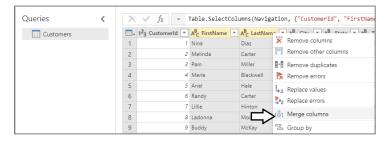
- b) In the **Choose columns** dialog, begin by clicking on the **(Select all)** checkbox at the top to unselect all column. Next, select the checkboxes for the following columns.
  - i) CustomerId
  - ii) FirstName
  - iii) LastName
  - iv) City
  - v) State
  - vi) Zipcode
  - vii) Gender
  - viii) BirthDate
  - ix) FirstPurchaseDate
  - x) LastPurchaseDate
- c) Once you have the columns selected as shown in the following screenshot, click OK to close the Choose columns dialog.



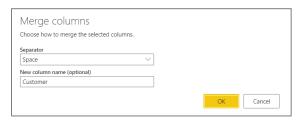
d) You should be able to verify that the Power Query editor now only shows the columns that you selected.



- 6. In this step you will merge the FirstName column and the LastName column together into a single column named Customer.
  - a) Select the FirstName column by clicking on its column header.
  - b) Next, hold down the SHIFT key and select the LastName column by clicking on its column header.
  - c) Right-click on the selected columns and click the Merge columns menu command.



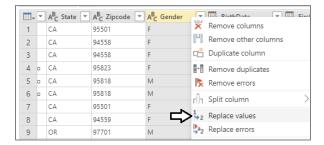
d) In the **Merge Column** dialog, drop down the **Separator** control and select a value of **Space**. Add a **New column name** value of **Customer** and click the **OK** button to modify the underlying query with your changes.



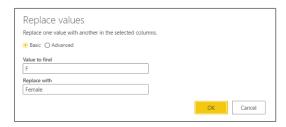
e) You should now be able to see that the FirstName column and the LastName column have been replaced with a single merged column named Customer.



- Modify the query so that the Gender column returns values of Male and Female instead of M and F.
  - a) Locate the Gender column in the Customers table.
  - b) Right-click the header for the **Gender** column and select the **Replace values** command to display the **Replace values** dialog.



c) In the **Replace values** dialog, enter a value of **F** in the **Value to find** textbox and enter a value of **Female** in the **Replace with** textbox. Click to **OK** button add your changes to the underlying query.



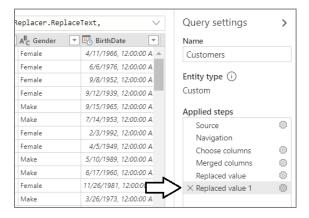
d) You should be able to see that all values of **F** in the **Gender** column have been replaced with a value of **Female**.



- e) Right-click the header for the Gender column and select the Replace values command a second time.
- f) In the **Replace values** dialog, enter a value of **M** in the **Value to find** textbox and enter a value of **Male** in the **Replace with** textbox. Click to **OK** button add your changes to the underlying query.

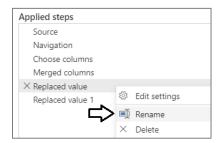


- g) You should be able to confirm that all values in the Gender column have been replaced with a value of either Male or Female.
- 8. Change the name of query steps.
  - a) Inspect the **Applied Steps** list in the **Query settings** pane. You should be able to see that there are two steps at the end that have been given the generic names of **Replaced value** and **Replaced value 1**.

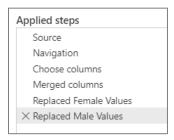


In order to promote higher levels of maintainability, it's often a good idea to rename steps that are given generic names such as **Replaced value and Replaced value 1**.

b) Rename the **Replaced Values** step by right-clicking it and clicking the **Rename** command to place the step name in edit mode. Modify the name of this step to **Replace Female Values**.

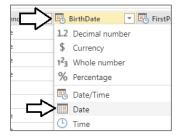


c) Using the same technique, rename the Replaced Value 1 step to Replaced Male Values.

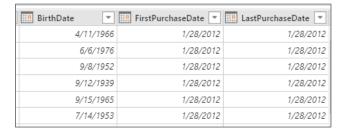


You have now learned how to rename a query step. Note that this lab exercise will not continue to ask you to change the name of every step due to time constraints. However, when you are creating queries in larger, real-world projects that involve multiple team members, it's a good practice to rename query steps to make your query logic easier for others to read, understand and extend.

- 9. Change the column type of BirthDate, FirstPurchasedDate and LastPurchasedDate from Date/Time to Date.
  - a) Use the column type drop down on the left-hand side of the **BirthDate** column to configure the column using the **Date** type.



- b) Use the column type drop down of the FirstPurchaseDate column to configure the column using the Date type.
- c) Use the column type drop down of the LastPurchaseDate column to configure the column using the Date type.
- d) You should see that the three columns now show values with a date but without a time.



- 10. Add a new conditional column named Customer Type to indicates whether the customer is a repeat customer or not.
  - a) Drop down the Add column menu button and select the Add conditional column command.



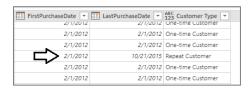
In this particular scenario, you are working under the assumption that the customer is a repeat customer when the **FirstPurchaseDate** column and the **LastPurchaseDate** column are not equal indicating the customer has made two or more purchases.

- b) In the Add conditional column dialog, enter a New column name value of Customer Type.
- c) Configure a rule to return a string value of "One-time Customer" if FirstPurchaseDate equals LastPurchaseDate.
- d) For the **Else** evaluation, return a string value of "Repeat Customer".
- e) When the Add conditional column dialog matches the screenshot below, click the OK button to add the new column.



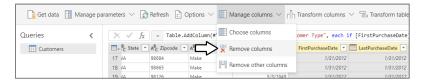
f) You should be able to verify that the new **Customer Type** column has a value of **Repeat Customer** when the current customer has a **FirstPurchaseDate** column value that is not equal to the **LastPurchaseDate** column value. When these column values are equal, the **CustomerType** column has a value of **One-time Customer**.

You might have to scroll down several pages of records in the **Customers** query results before you begin to see repeat customers.



Now, that you have used the **FirstPurchaseDate** column and the **LastPurchaseDate** column to calculate the value of the **Customer Type** column, you can delete them because they are no longer needed.

- 11. Remove the FirstPurchaseDate column and the LastPurchaseDate column.
  - a) Select the FirstPurchaseDate column by clicking its column header.
  - b) Hold down the SHIFT key and click the column header for LastPurchaseDate so that both columns are selected.
  - c) Right click the one of the selected columns and click the **Remove Columns**.

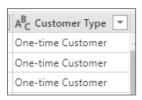


d) You should be able to confirm that the **FirstPurchaseDate** column and the **LastPurchaseDate** columns have been removed from the query results. However, the **Customer Type** column is still there.

- 12. Set the column type for the Customer Type column to Text.
  - a) You might notice that column type menu for the **Customer Type** column is not set to a specific type. When you see the type as ABC above and 123 below, that the column is being assigned the generic **Any** type.

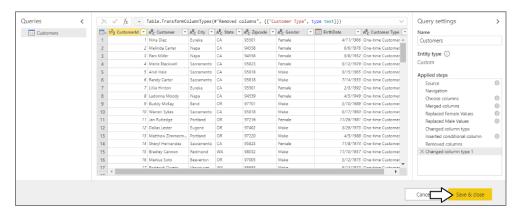


b) Drop down the Type menu for the Customer Type column and set its value to Text.

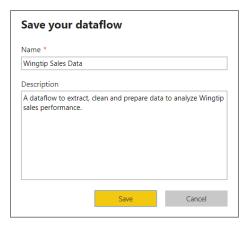


You have now completed the work with Power Query to create a new dataflow entity named **Customers**. You will now save the new dataflow and give it a name of **Wingtip Sales Data**.

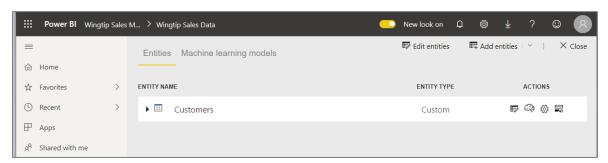
- 13. Save the dataflow with a name of Wingtip Sales Data.
  - a) Click the Save & close button at the bottom right of the Queries window.



b) When prompted by the Save your dataflow dialog, enter a name of Wingtip Sales Data and then click Save.



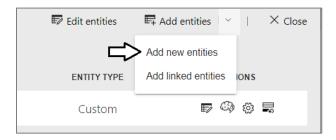
c) You should now see the summary page for the Wingtip Sales Data dataflow.



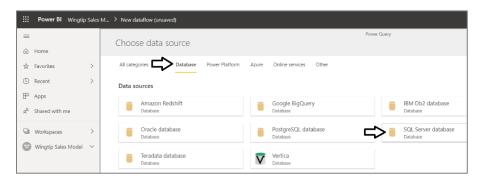
# **Exercise 2: Extend the Dataflow by Adding Entities for Products and Sales**

In the following exercise, you will use Power Query to add additional entities to the Wingtip Sales Data dataflow.

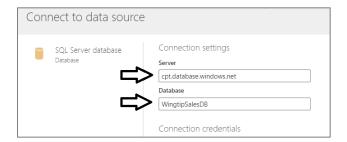
- 1. Add three new entities to the Wingtip Sales Data dataflow.
  - a) Locate the Add entities menu button in the top right corner of the Wingtip Sales Data dataflow summary page.
  - b) Drop down the Add entities menu button and select the Add new entities command.



c) On the Choose data source page, select the Database tab and then select SQL Server database.

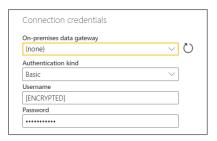


- d) Enter a Server value of cpt.database.windows.net.
- e) Enter a Database value of WingtipSalesDB.

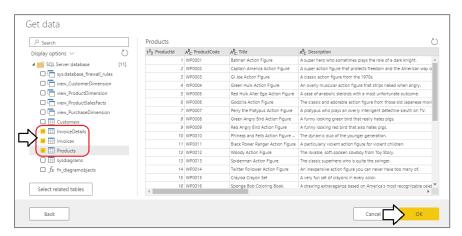


You should not be required to enter database credentials. That's because you already entered the credentials for this database in exercise 1 and the credentials are now stored in the Microsoft cloud in an encrypted fashion.

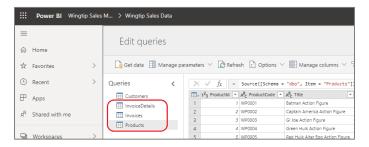
f) Verify that values for **Username** and **Password** were automatically populated when you entered **Server** and **Database**.



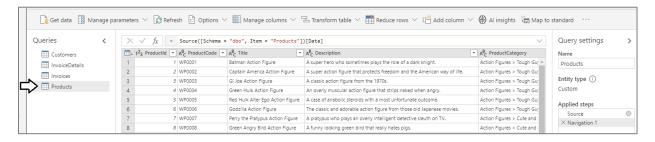
- g) Click the Next button to continue.
- h) When prompted to Choose data, select the three tables named InvoiceDetails, Invoices and Products.
- i) Click the **OK** button to add three new entity queries to the dataflow.



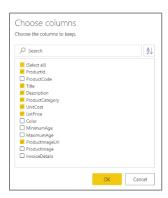
j) You should now see three new queries on the Edit queries page named InvoiceDetails, Invoices and Products.



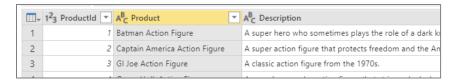
k) Select the **Products** query from the **Queries** list on the left so you can begin to modify its query logic with Power Query.



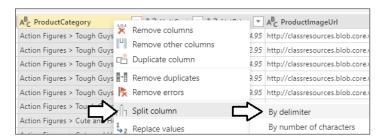
- Remove the columns that are not required in the **Products** query results.
  - a) Click the Choose Columns button in the ribbon to display the Choose Columns dialog.
  - b) In the Choose Columns dialog, begin by clicking on the (Select all) checkbox at the top to unselect all columns.
  - c) Select the checkboxes for **ProductId**, **Title**, **Description**, **ProductCategory**, **UnitCost**, **ListPrice** and **ProductImageUrI** as shown in the following screenshot.



- d) Click the OK button to close the Choose Columns dialog.
- Rename the **Title** column to **Product**.
  - a) Right-click on the Title column and click Rename.
  - b) Update the column name to **Product**.



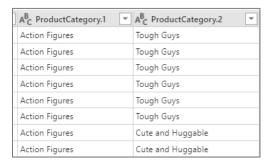
- 4. Split the ProductCategory column up into two separate columns named Category and Subcategory.
  - a) Right-click the ProductCategory column and then click the Split column > By delimiter command.



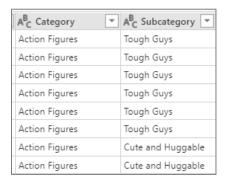
- b) In the Split column dialog, drop down the Separator combo box and select -- Custom ---.
- c) In the textbox enter a three-character text value which includes a space follow by the > character followed by another space.
- d) When the Split column dialog matches the following screenshot, click the OK button.



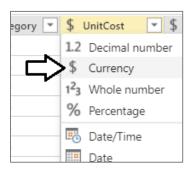
e) You should be able to confirm that Power BI Desktop has split the **ProductCategory** column into two separate columns named **ProductCategory.1** and **ProductCategory.2**.



f) Rename the ProductCategory.1 column to Category and rename ProductCategory.2 to Subcategory.



- 5. Modify the column type of the UnitCost column and the ListPrice column to the Currency type.
  - a) Use the dropdown column type menu to set the type of the **UnitCost** to **Currency**.



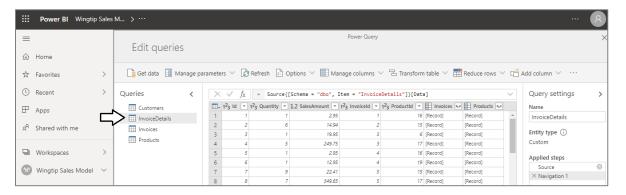
b) Use the dropdown column type menu to set the type of the ListPrice to Currency.

\$	UnitCost 🔻	\$ ListPrice ~
	6.85	14.95
	7.05	12.95
	6.1	14.95
	2.85	9.95
	2.85	9.95
	14.25	19.95
	12	21.95

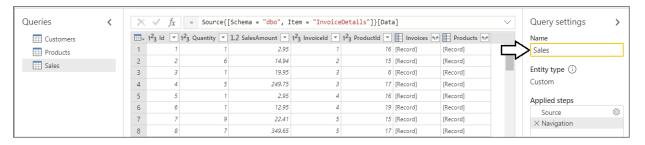
c) You have now completed your work on the **Products** query.

One important point of flexibility in the import process is that you can change the name of a query, and therefore the name of the resulting entity in the dataflow. Try to use entity names that are more intuitive and easier to understand. In the next step you will rename the **InvoiceDetails** query to **Sales** to indicate that it is a fact table containing sales data.

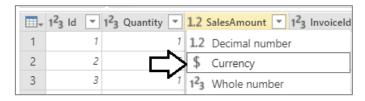
- 6. Rename the InvoiceDetails query to Sales.
  - a) Select the InvoiceDetails query from the Queries list on the left.



b) Update the name of the InvoiceDetails query to Sales by replacing the text in the Name textbox in the Query Settings pane.

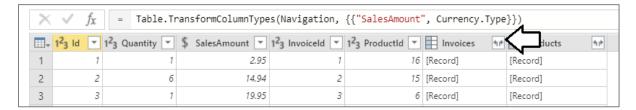


- Modify the columns of the Sales query.
  - a) Modify the column type of the SalesAmount column to the Currency type.

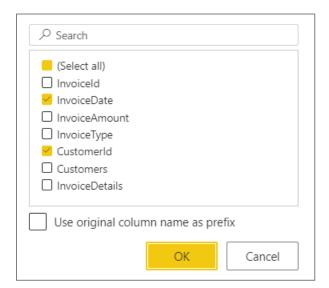


In order for the **Sales** table to play the role of a fact table, the **Sales** query must merge in additional columns from the **Invoices** table. You must pull in the **CustomerId** column to that you can create a direct relationship between the **Sales** table and the **Customers** table. You will also pull in the **InvoiceDate** so that you can analyze data in the **Sales** table over time.

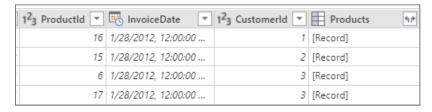
- 8. Expand the Invoices column to add the InvoiceDate column and the CustomerId column to the Sales query.
  - a) Click the Expand button inside the column header of the Invoices column to display the Columns to Expand dialog.



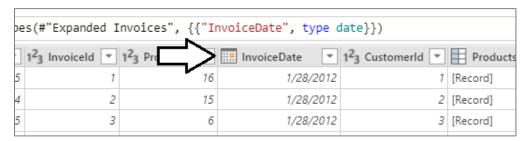
- b) In the Columns to Expand dialog, begin by clicking on the (Select all) checkbox at the top to unselect all columns.
- c) Select the checkboxes for the InvoiceDate column and the CustomerId column.
- d) Make sure to uncheck the checkbox with the caption Use original column name as prefix.
- e) Click the **OK** button to close the dialog and to modify the underlying query.



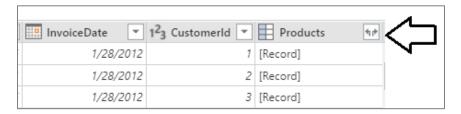
f) You should see that the InvoiceDate column and the CustomerId column have now been added to the Sales query results.



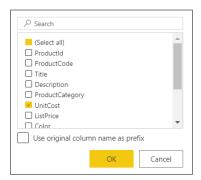
g) Change the column type of the InvoiceDate to the Date type.



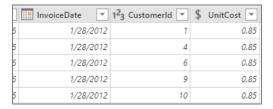
- 9. Expand the **Products** column to add the **UnitCost** column to the **Sales** query.
  - a) Click the Expand button inside the column header of the **Products** column to display the **Columns to Expand** dialog.



- b) In the Columns to Expand dialog, begin by clicking on the (Select all) checkbox at the top to unselect all columns.
- c) Select the checkbox for the UnitCost column.
- d) Uncheck the checkbox with the caption **Use original column name as prefix**.
- e) Once the Columns to Expand dialog matches the following screenshot, click the OK button to close the dialog.

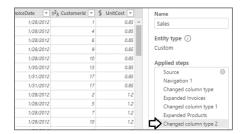


- f) You should see that the UnitCost column has now been added to the Sales query results.
- g) Modify the column type of the **UnitCost** column to the **Currency** type.

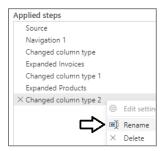


In the next step you will add a custom column which requires modifying the query's underlying M code in the Advanced editor window. Before opening the Advanced editor window, you will first rename the last step in the query to remove spaces from its name. The reason for doing this is that it will make the M code easier to read and write.

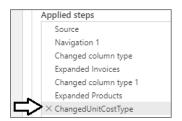
- 10. Rename the last step in the Sales query to remove spaces.
  - a) Locate the final step in the Applied steps list in Sales query which has a name such as Changed column type 2.



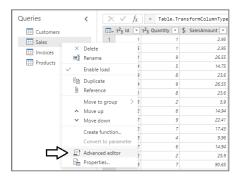
b) Right-click on the last step the select the Rename menu command.



c) Change the name of the step to **ChangedUnitCostType** so the step name contains no spaces.



- 11. Add a new custom column named ProductCost to calculate the product of the Quantity field multiplied by the UnitCost field
  - a) Right-click on the Sales query in the Queries list on the right and select the Advanced editor menu command.



b) Inspect the M code in the Advanced editor window.



c) Locate the following line of code for the ChangedUnitCostType step at the end of the let block just before the in block.

```
ChangedUnitCostType = Table.TransformColumnTypes(#"Expanded Products", {{"UnitCost", Currency.Type}})
```

d) Add a comma at the end of that line and then add a line break so you can add a new line of M code at the end of the **let** block.

```
ChangedUnitCostType = Table.TransformColumnTypes(#"Expanded Products", {{"UnitCost", Currency.Type}}),
```

e) Add the following line of M code as the last line of the **let** block.

```
AddProductCostColum = Table.AddColumn(ChangedUnitCostType, "ProductCost", each [Quantity] * [UnitCost])
```

Modify the line of code in the in block to replace ChangedUnitCostType with AddProductCostColum.

```
ChangedUnitCostType = Table.TransformColumnTypes(#"Expanded Products", {{"UnitCost", Currency.Type}}),
AddProductCostColum = Table.AddColumn(ChangedUnitCostType, "ProductCost", each [Quantity] * [UnitCost])
in
AddProductCostColum
```

g) The M code at the end of the query should match the following screenshot.

```
#"Changed column type 1" = Table.TransformColumnTypes(#"Expanded Invoices", {{"InvoiceDate", type date}}),
#"Expanded Products" = Table.ExpandRecordColumn(#"Changed column type 1", "Products", {"UnitCost"}, {"UnitCost"}),
ChangedUnitCostType = Table.TransformColumnTypes(#"Expanded Products", {{"UnitCost", Currency.Type}}),
AddProductCostColum = Table.AddColumn(ChangedUnitCostType, "ProductCost", each [Quantity] * [UnitCost])

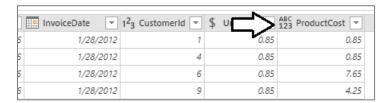
AddProductCostColum
```

h) The code in the Advanced editor window should now match the following code listing.

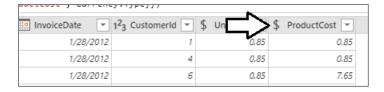
```
let
Source = Sql.Database("cpt.database.windows.net", "wingtipSalesDB"),
#"Navigation 1" = Source{[Schema = "dbo", Item = "InvoiceDetails"]}[Data],
#"Changed column type" = Table.TransformColumnTypes(#"Navigation 1", {{"SalesAmount", Currency.Type}}),
#"Expanded Invoices" = Table.ExpandRecordColumn(#"Changed column type", "InvoiceDate", "CustomerId"}, {"InvoiceDate", "CustomerId"},
#"Changed column type 1" = Table.TransformColumnTypes(#"Expanded Invoices", {{"InvoiceDate", type date}}),
#"Expanded Products" = Table.ExpandRecordColumn(#"Changed column type 1", "Products", {"UnitCost"}, {"UnitCost"}),
ChangedUnitCostType = Table.TransformColumnTypes(#"Expanded Products", {{"UnitCost", Currency.Type}}),
AddProductCostColum = Table.AddColumn(ChangedUnitCostType, "ProductCost", each [Quantity] * [UnitCost])
in
AddProductCostColum
```

Click OK to close the Advanced editor dialog.

j) You should be able to verify that the new ProductCost column has a value which is the product Quantity times UnitCost.



k) Modify the column type of the Product Cost column to the Currency type.

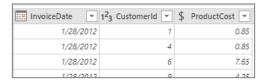


Once the UnitCost column has been used to calculate the ProductCost value, the column is no longer needed and can be removed.

12. Remove the UnitCost column by right-clicking its column header and selecting the Remove columns command.

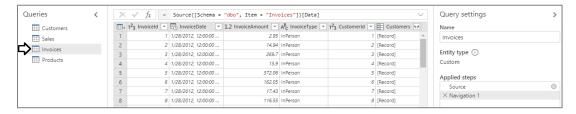


13. Now you should see the ProductCost column in the query output, but not the UnitCost column.

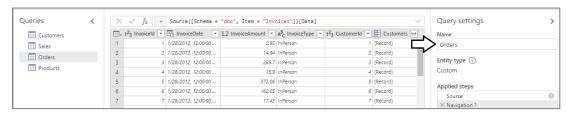


You are now done working with the Sales query.

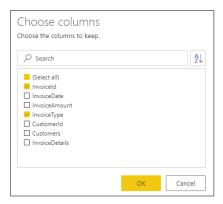
- 14. Rename the Invoices query to Orders.
  - a) Select the **Invoices** query from the **Queries** list on the left.



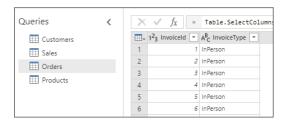
b) Update the name of the Invoices query to Orders by replacing the text in the Name textbox in the Query Settings pane.



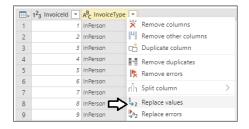
- 15. Remove the unneeded columns from the **Orders** query.
  - a) Click the Choose columns button to display the Choose columns dialog.
  - b) In the Choose columns dialog, begin by clicking on the (Select all) checkbox at the top to unselect all columns.
  - c) Select the checkboxes for InvoiceId and InvoiceType as shown in the following screenshot and then click OK.



d) You should be able to see that the Orders query now only shows the columns that you selected.



- 16. Modify the query so that the InvoiceType column returns values that are more human-readable.
  - a) Right-click the header for the InvoiceType column and select Replace values.



- b) In the Replace Values dialog, enter a value of InPerson in the Value to find textbox.
- c) Enter a value of **Store Purchases** in the **Replace with** textbox and click **OK** to add your changes to the underlying guery.



d) Add a second Replace values step to replace MailOrder with a value of Mail Order Purchases.

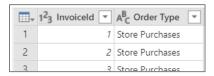


e) Add a third Replace values step to replace Online with a value of Online Purchases.



If you scroll down and look at all the rows within the **Orders** query results, you should be able to see that each row has an **InvoiceType** column value of either **Store Purchases**, **Mail Order Purchases** or **Online Purchases**.

f) Change the name of the **InvoiceType** column to **Order Type**.



- 17. Save your work.
  - a) Click the Save & close button at the bottom right of the page to save your work and return to the dataflow summary page.
  - b) The Entities list should now display four entities named Customers. Sales, Orders and Products.



- 18. Refresh the Wingtip Sales Data dataflow to populate it with data.
  - a) Click the Close button in the upper right corner of the dataflow summary page.



- b) You should now see the Wingtip Sales Data dataflow in the app workspace summary page.
- c) Click the Refresh button to begin a refresh operation on the Wingtip Sales Data dataflow.



d) Wait for the refresh operation to complete. It might take one or two minutes to complete.



e) Once the refresh operation completes, you should see the LAST REFRESH time has been updated.



## **Exercise 3: Importing Dataflow Entity Data with Power BI Desktop**

In the following exercise, you will use the **Query Editor** window to modify the **Invoices** query to transform invoice data as it is being loaded into the data model.

- 1. Launch Power BI Desktop to start a new project.
- 2. Save the new project as Wingtip Sales Model.pbix using the following path.

### C:\Student\Projects\Wingtip Sales Model.pbix

- 3. Import all four entities from the Wingtip sales Data dataflow.
  - a) Drop down the Get Data menu button on the ribbon and click Power BI dataflows.



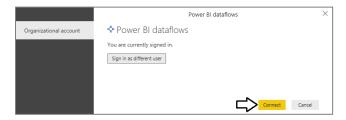
b) When prompted by the **Power BI dataflows** connect dialog, click **Sign in**.



c) In the Sign in dialog, enter your account name and then click Next.



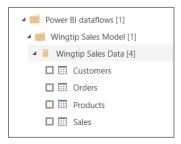
d) Once you have signed in, click the Connect button.



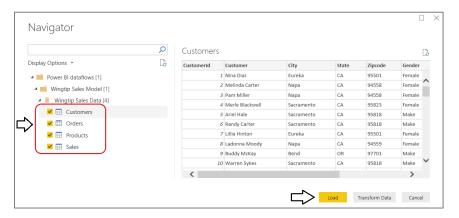
e) In the Navigator dialog, expand the Wingtip Sales Model workspace



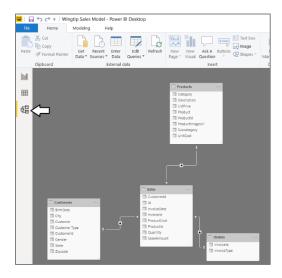
f) Expand the Wingtip Sales Data workflow so you can see the entities inside this dataflow.



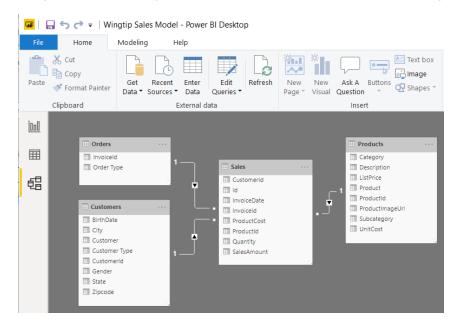
g) Select all four of the entities in the Wingtip Sales Data workflow and then click the Load button.



h) Once the queries execute, click the Model View button to see the four tables imported from the dataflow.



i) Using the mouse, rearrange the four tables in Model View to match the following screenshot.



j) Save your work to Wingtip Sales Model.pbix.

You have now completed all the work for this lab. While you haven't yet begun the data modeling phase yet, you have refactored the database tables from **WingtipSalesDB** into a *star schema* which is a best practice in query design for data analysis projects.

NOTE: You will continue to work on this PBIX file named Wingtip Sales Model.pbix in the next lab and the ones that follow.