

## **Lesson 3 - Data Transformation with Power Query (Part 1)**

### **1. What is the purpose of the 'Applied Steps' pane in Power Query?**

It displays a list of all transformation steps applied to the data, allowing users to track, edit, or remove any step.

### **2. How do you remove duplicate rows in Power Query?**

Select the column(s) to check for duplicates, then click 'Remove Duplicates' under the 'Home' tab.

### **3. What does the 'Filter' icon do in Power Query?**

It allows users to include or exclude specific values in a column by applying filters.

### **4. How would you rename a column from 'CustID' to 'CustomerID'?**

Right-click on the column header and select 'Rename', then type the new name.

### **5. What happens if you click 'Close & Apply' in Power Query?**

All applied transformations are saved and the transformed data is loaded into the Power BI data model.

### **10. How would you handle null values in the Price column?**

Use the 'Replace Values' option or 'Fill Down/Up', or write a conditional transformation to fill or replace nulls.

### **13. Fix inconsistent date formats (e.g., 01/10/2023 vs. 2023-01-10) in OrderDate.**

Use 'Using Locale' when changing data type to Date, or use 'Split' and 'Rebuild' technique to standardize formats.

### **14. Create a conditional column: Label orders as 'High Value' if Price > 100.**

Use the 'Add Column' > 'Conditional Column' option and set the rule: if Price > 100 then 'High Value' else 'Normal'.

**15. Optimize the query to reduce refresh time (e.g., remove unused columns early).**

Remove unnecessary columns at the beginning of the transformation steps to reduce data volume and speed up refresh.