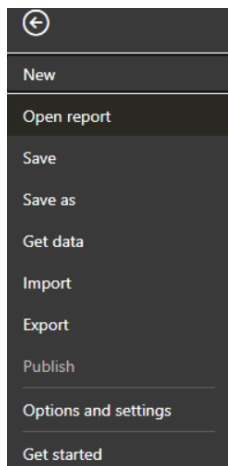
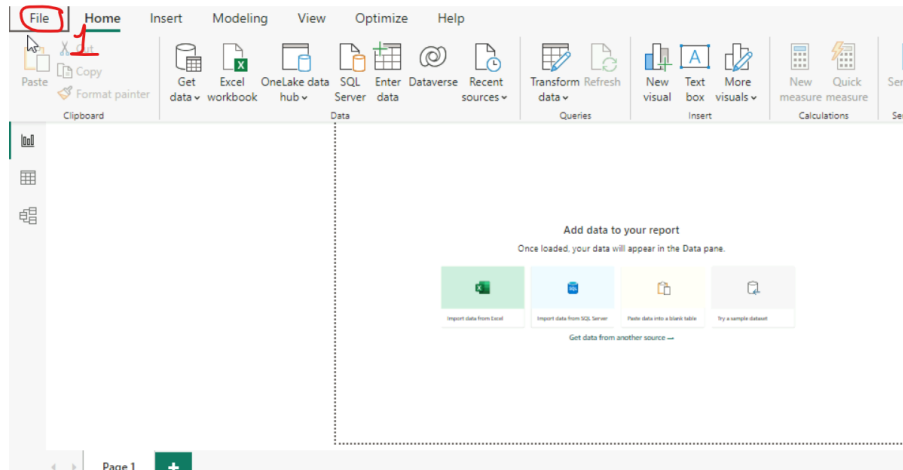


Getting Started with Power BI

1- Loading Existing Report

Before you start loading data and creating visualizations, it is important you know to load existing reports.

Our first step is to load the report called **1_0_making_maps.pbix** form the **Exercises** Folder:

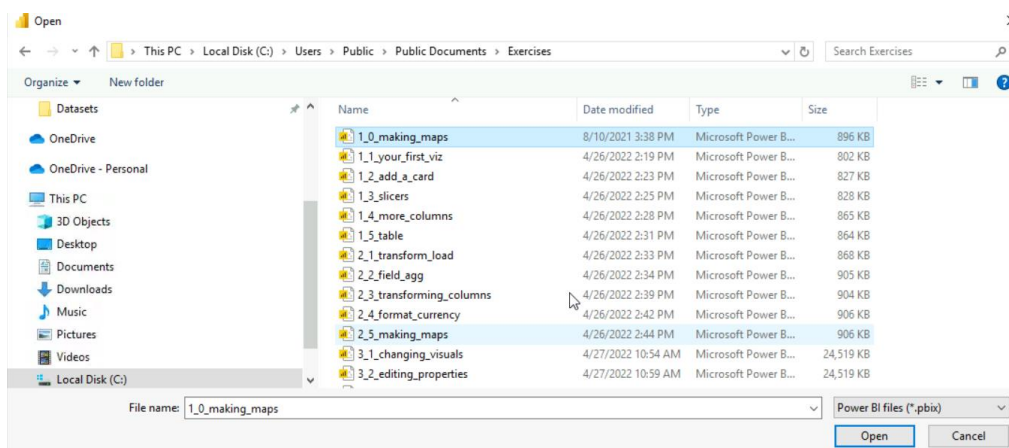


Open report

Recent reports

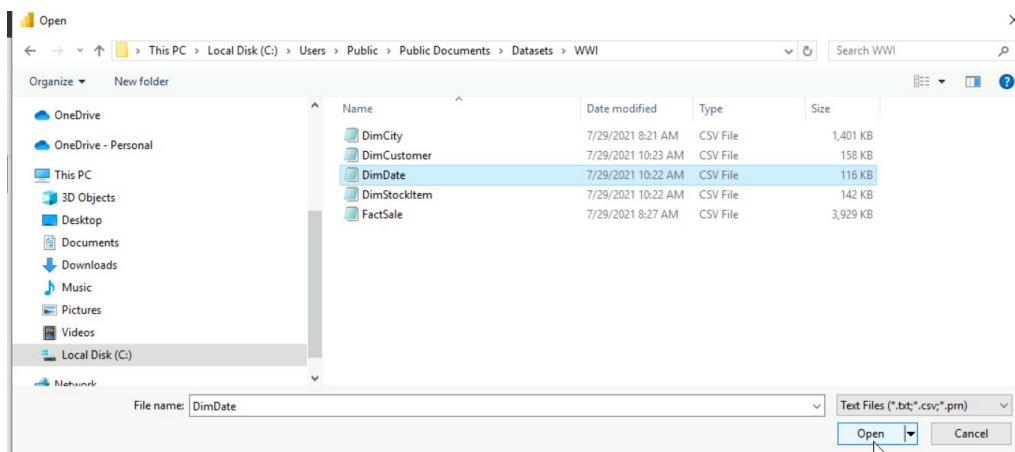
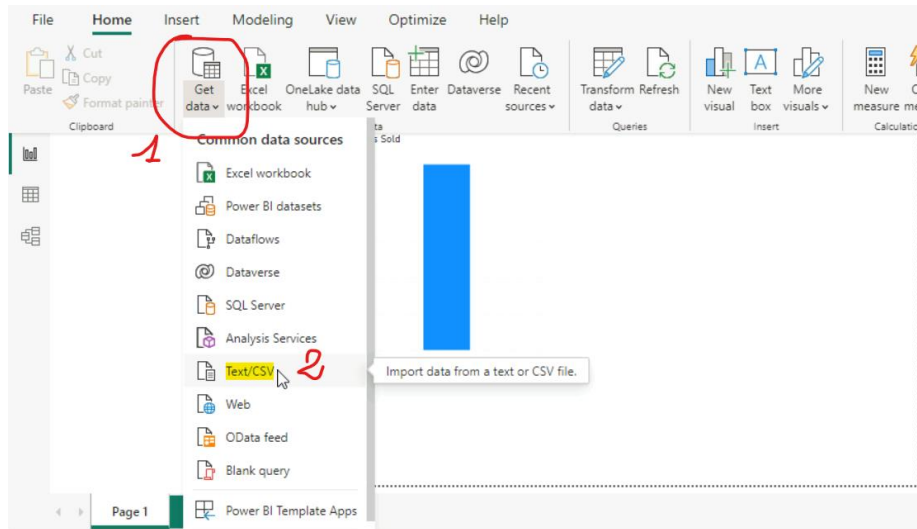


	Name	Opened	
	EmptyReport.pbix C: > Users > Public > Documents > EmptyReport.pbix	41 minutes ago	
	3_5_more_insights_solution.pbix C: > Users > Public > Courses > case-study-analyzing-custo...	4 months ago	
	1_5_paying_principal_solution.pbix C: > Users > Public > Courses > case-study-mortgage-tradi...	4 months ago	

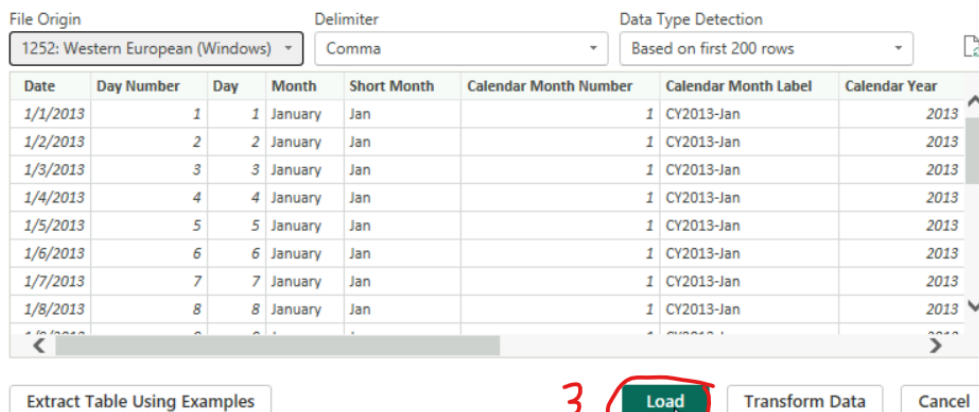


2- Create 1st Visualization

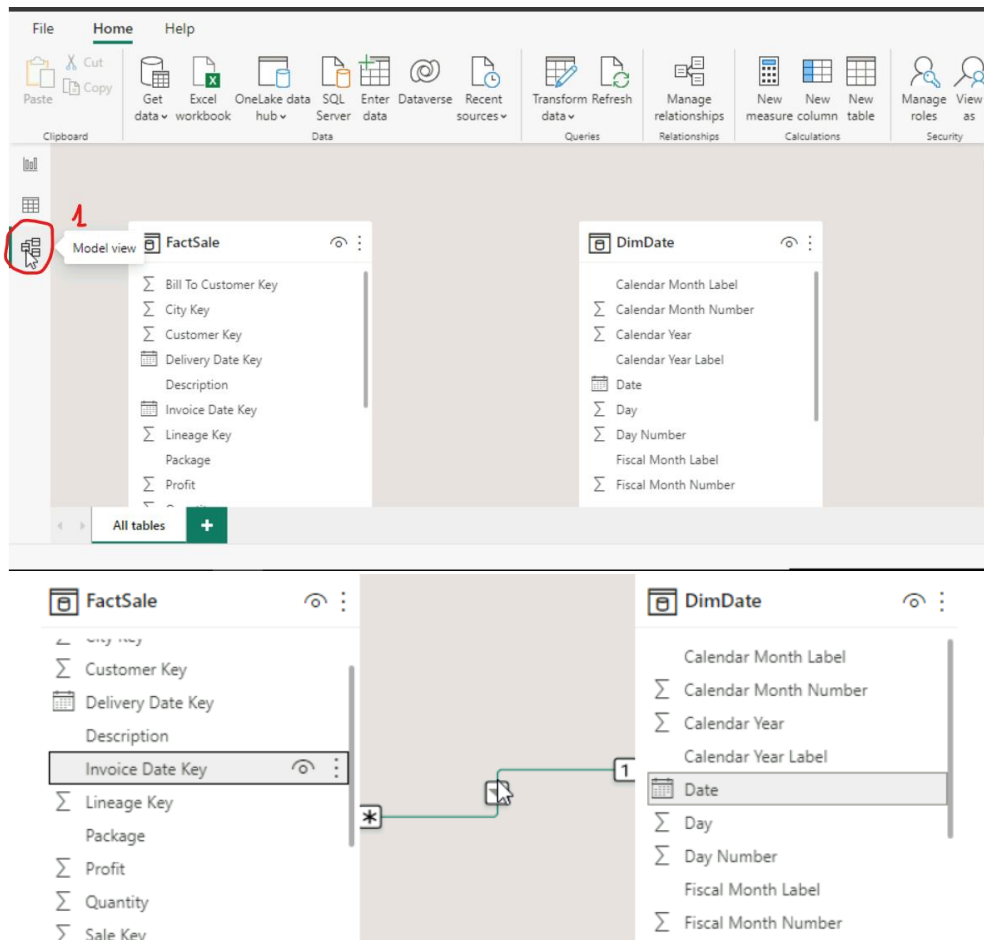
First let's open the 1_1_your_first_viz.pbix from the exercises folder then load the DimDate.csv dataset from the DataSets/WWI folder.



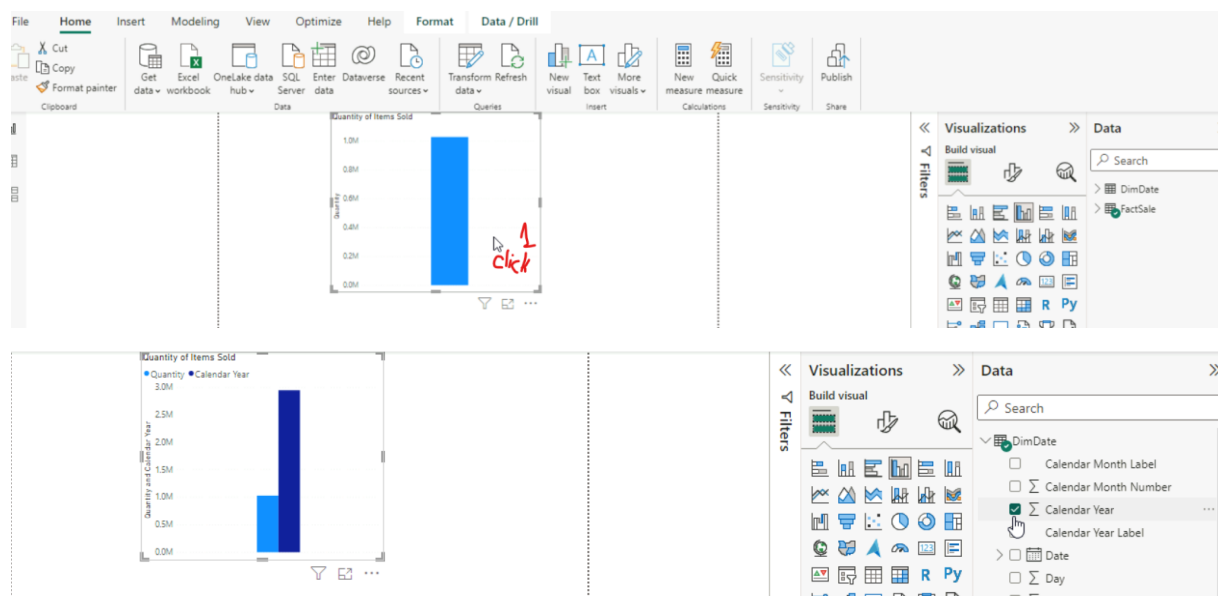
DimDate.csv



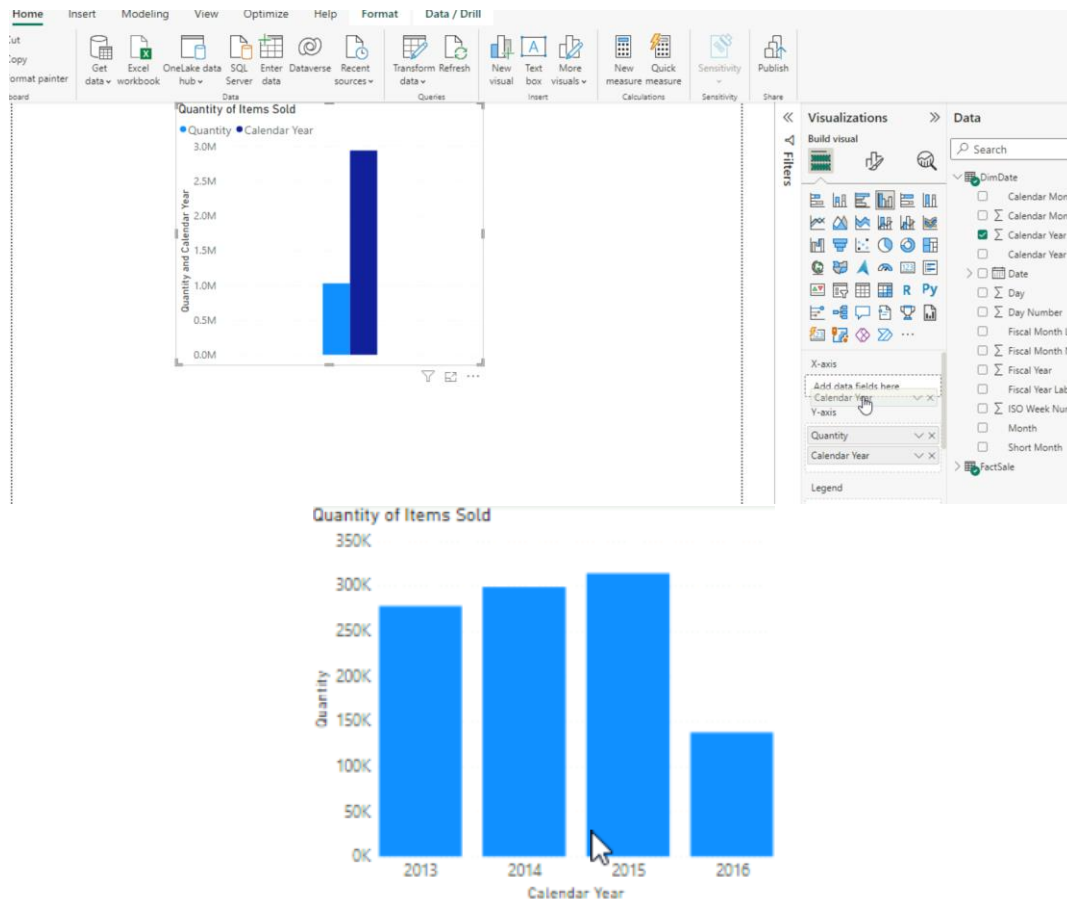
Second, in the model view create a relationship between **FactSales's Invoice Date Key** and **DimDate's Date**.



Now, back to the Report view and select the *existing bar chart*. Then, select *Calendar Year* from **DimDate** (Make sure to use Calendar Year instead of Calendar Year Label).



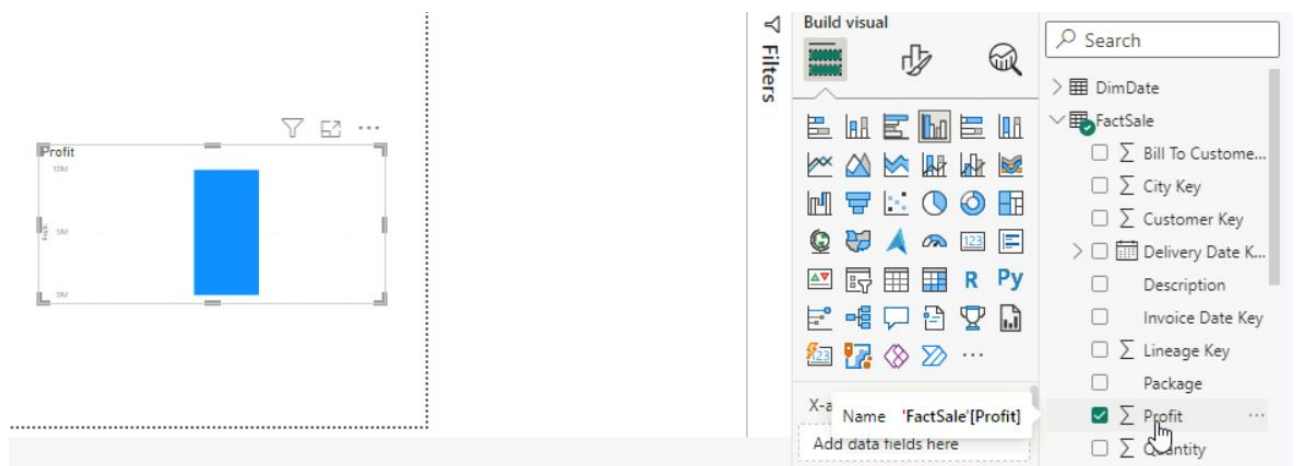
Finally, in the visualization pane drag *Calendar Year* to **X-axis**



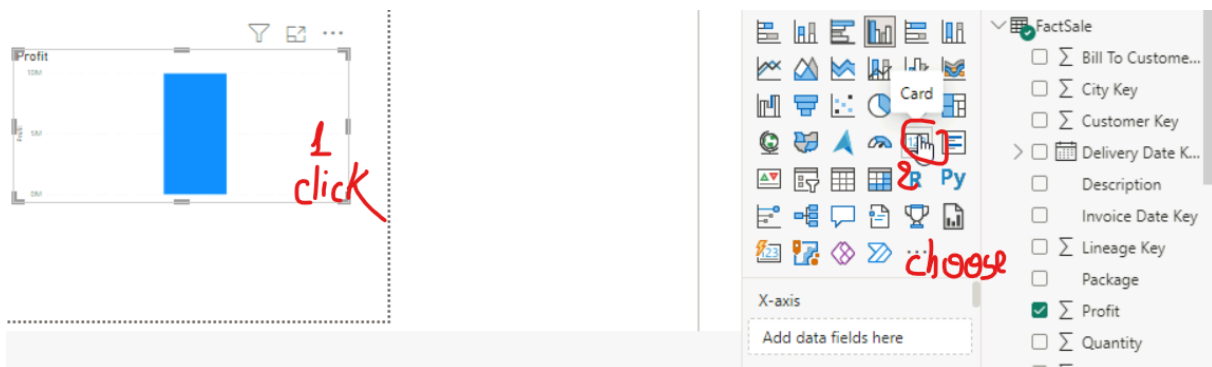
3- Add a card

Let's add some more details to the report. We already found the quantity of items sold per year. Now if we want to know more about the profit made over the year. A card could be a great choice because it is simple and adds some elegant interactivity.

Open the 1_2_add_a_card.pbix report and select *Profit* field from **FactSales**.



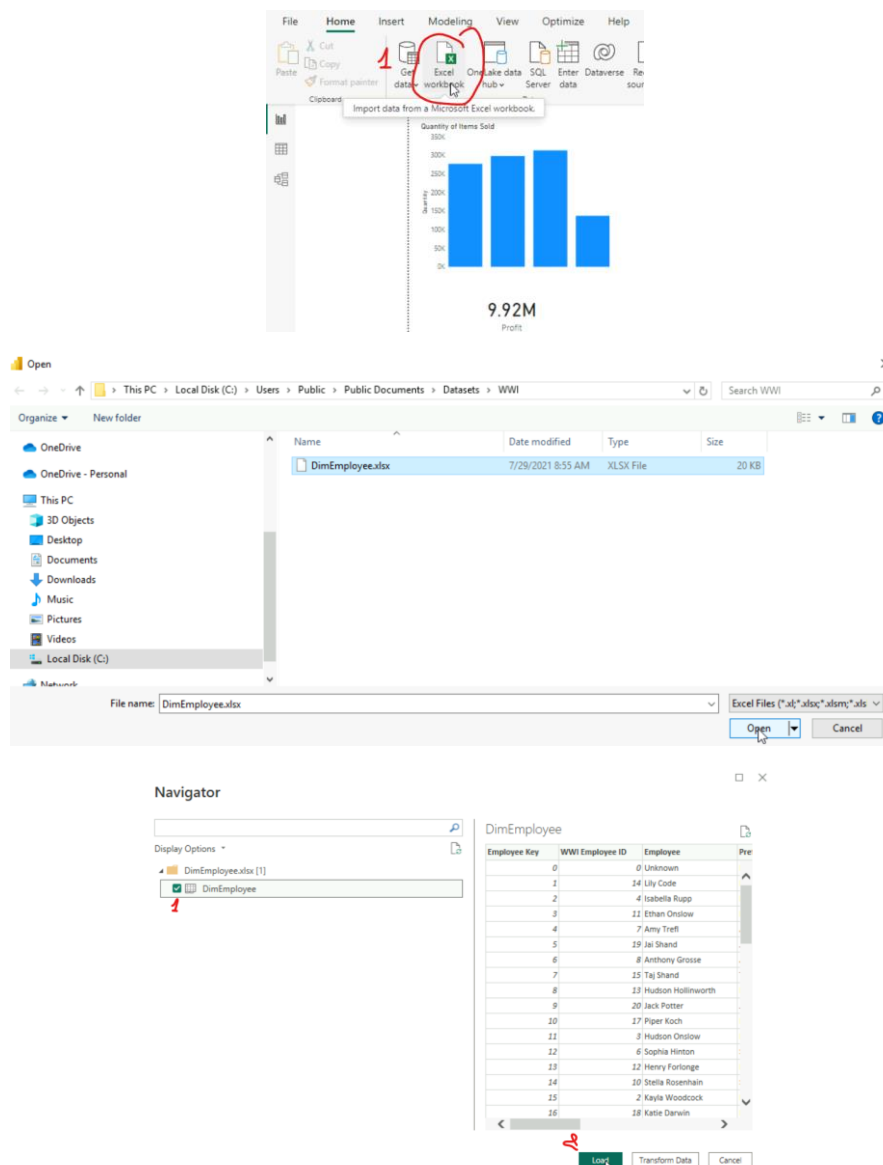
Now change that visual by choosing the *Card* visualization.



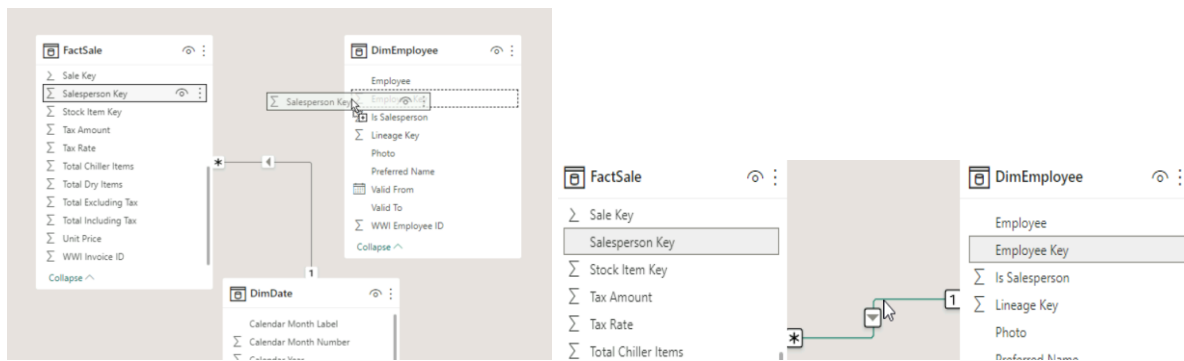
4- Slicers

Let's adding a new dimension that will help us in data analysis (the Slicer).

First, we need to open `1_3_slicers.pbix` and load `DimEmployee.xlsx` from `DataSets/WWI`.



Now Create a relationship between **FactSale's Salesperson Key** and **DimEmployee's Employee Key**



Back to the Report view and add a slicer then add the *Employee* field to the slicer and change the slicer by going to Format section in the Visualizations pane, you can then navigate to Slicer Settings > Options > Style and switch from Vertical list to Dropdown.

The first screenshot shows a bar chart titled 'Quantity of Items Sold' with a profit of 9.92M. The second screenshot shows the 'Visualizations' pane with the 'Slicer' icon highlighted. The third screenshot shows the 'Employee' field added to the slicer. The fourth screenshot shows the 'Format visual' pane with 'Slicer settings' expanded and 'Style' set to 'Dropdown'.

1 Click

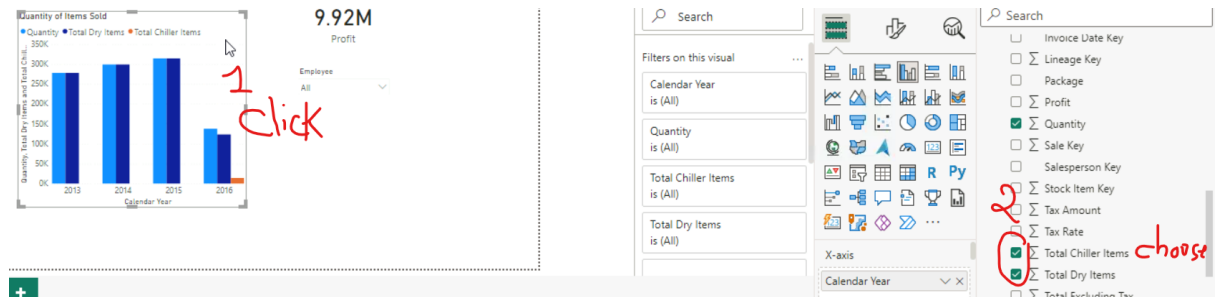
5- More columns

Wide World Importers (WWI) sells 2 types of products (Chilled & dry). This is recorded in the DB because chilled products require a different kind of packing. To compare these product types, we will add the quantity of products sold that are chilled or dry to the column chart.

1st Let's load **1_4_more columns.pbix**,

2nd Select the quantity of items sold column chart.

3rd Select *Total Dry Items* & *Total Chiller Items* in the Fields pane.

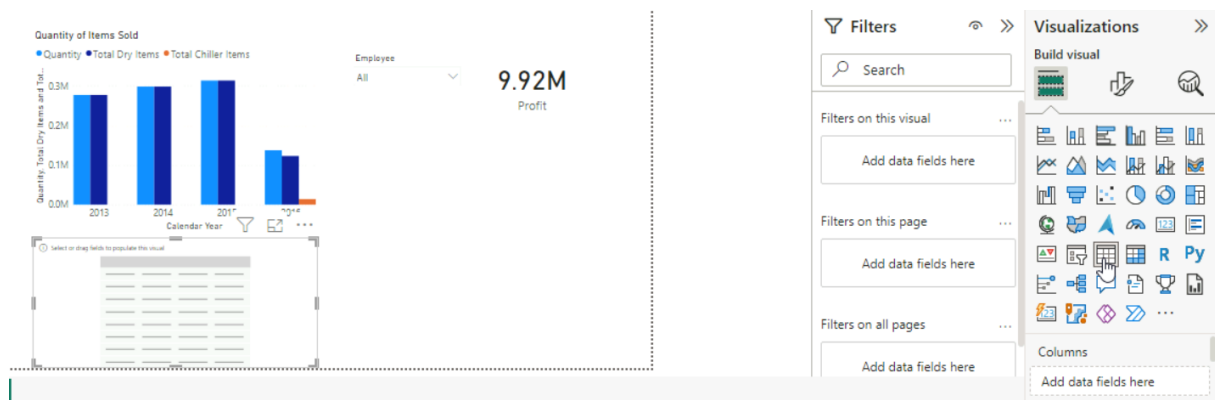


6- Table

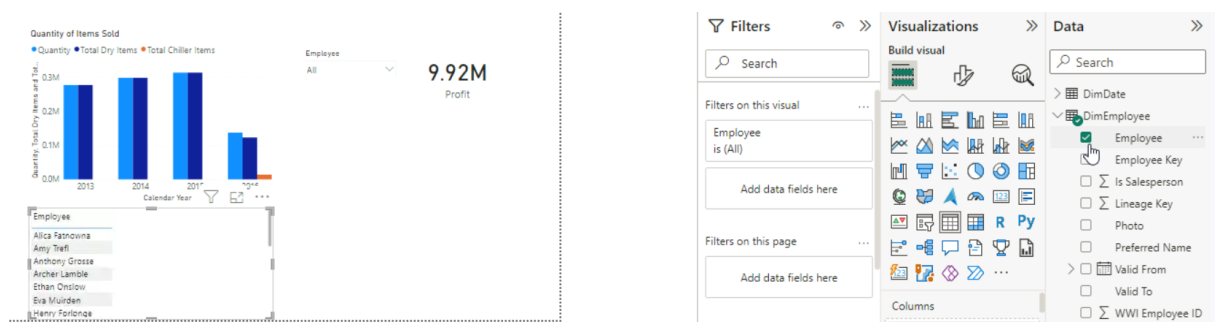
Let's add a table to our report with details of sales transactions.

1st Let's load **1_5_table.pbix**,

2nd De-Select any selected visualization and add a table.



3rd add the dimension field *Employee* to the table.



4th add the fact fields to the table: *Description, Quantity, Total Including Tax & Profit*



Finally add text box to clearly title the report "Sales Data" and change the name of the page tab to contain the same title.

