


□ **Merge** is used to **combine columns** from two or more tables **based on a common key (like a JOIN in SQL)**. It adds related columns from another table. For example, if one table has CustomerID and another table has customer details, you can merge them by CustomerID to get all information in one table.

□ **Append** is used to **combine rows** from two or more tables that have the **same column structure**. It stacks one table below another, like adding more data of the same type (for example, combining “Sales_2024” and “Sales_2025” tables into one).

Bosqichma-bosqich usul (Power BI Desktop → Power Query ichida)

1. **Power BI Desktop**’da jadvalingizni tanlang.
So’ngra yuqoridagi menyudan:

 **Home** → **Transform data** tugmasini bosing.
Shu bilan **Power Query Editor** ochiladi.

2. **"Full Name" ustunini tanlang.**
3. Yuqoridagi menyudan tanlang:
Home → Split Column → By Delimiter

4. Ochilgan oynada quyidagilarni tanlang:
 - **Delimiter (Ajratuvchi belgisi):** “Space” yoki “Custom” → yozing (bo’sh joy)
 - **Split at:** “Each occurrence of the delimiter” yoki “Left-most delimiter” (odatda “Left-most” tanlanadi, faqat birinchi bo’sh joydan bo’lsin).

5.  OK tugmasini bosing.

1. What is "Pivot Columns" used for?

"Pivot Columns" bu — jadvaldagi **satrlarni ustunlarga aylantirish** uchun ishlatiladigan funksiya.

Ya’ni, bu amal yordamida **ma’lumotni kengroq formatga (wide format)** o’tkazamiz.

Masalan, sizda quyidagicha jadval bor:

| Mahsulot | Oy | Sotuv |
|-----------------|-----------|--------------|
| Olma | Yanvar | 100 |
| Olma | Fevral | 150 |
| Nok | Yanvar | 80 |
| Nok | Fevral | 120 |



Agar siz **Oy** ustunini **Pivot Columns** qilsangiz, natija quyidagicha bo’ladi:

| Mahsulot | Yanvar | Fevral |
|-----------------|---------------|---------------|
| Olma | 100 | 150 |
| Nok | 80 | 120 |

 Ya’ni, **satrlar ustunlarga aylanadi**, bu esa tahlil qilishni osonlashtiradi.

2. How do you undo a step in Power Query?

Power Query'da har bir o'zgarish (masalan: filterlash, ustun qo'shish, nom o'zgartirish va hokazo) **"Applied Steps"** ro'yxatida saqlanadi. Agar siz xato qilsangiz yoki avvalgi holatga qaytmoqchi bo'lsangiz:

- **"Applied Steps"** oynasidan kerakli bosqichni tanlab, uning yonidagi  **(Delete)** belgisi orqali **bekor qilish** mumkin.
 - Yoki yuqoridagi menyudan: **Home → Undo (Ctrl + Z)** tugmasi orqali so'nggi amalni bekor qilasiz.
-  Bu sizga xatoni tahrirlashsiz qaytarish imkonini beradi.

3. What is the purpose of "Reference" vs. "Duplicate" in queries?

Power Query'da **Reference** va **Duplicate** ikkalasi ham mavjud jadval asosida yangi query (so'rov) yaratadi, lekin ular **farq qiladi**: