

Lesson 2: Importing Data into Power BI - With Answers

Questions and Answers:

1. List three data sources Power BI can connect to.

Answer: Excel files, SQL Server databases, and web data sources.

2. What is the first step to import data into Power BI Desktop?

Answer: Click on 'Get Data' on the Home ribbon and choose your data source.

3. How do you refresh imported data in Power BI?

Answer: Click the 'Refresh' button in Power BI Desktop or schedule refresh in Power BI Service.

4. What file formats can Power BI import directly? (Name two.)

Answer: Excel (.xlsx) and CSV (.csv) files.

5. What does the 'Navigator' window show after selecting a data source?

Answer: It displays available tables or sheets in the data source for preview and selection.

6. Import Sales_Data.csv and load only the 'Product' and 'Price' columns.

Answer: Use Power Query Editor to uncheck all columns except 'Product' and 'Price', then click 'Close & Load'.

7. How would you change OrderDate to a date format during import?

Answer: In Power Query Editor, select the 'OrderDate' column, then choose 'Data Type' → 'Date'.

8. What is the difference between 'Load' and 'Transform Data' in the import dialog?

Answer: 'Load' directly imports the data, while 'Transform Data' opens the Power Query Editor for data cleaning before loading.

9. Why might you see an error when connecting to a SQL database? (Name one reason.)

Answer: Due to incorrect server credentials or firewall restrictions.

10. How do you replace a data source after importing it?

Answer: Go to 'Data source settings', select the source, and click 'Change Source'.

11. Write the M-code to import only rows where Quantity > 1.

Answer: `Table.SelectRows(Source, each [Quantity] > 1)`

12. How would you change the data source if Sales_Data.csv changed?

Answer: Use 'Data source settings' to point to the new file location or name.

13. Troubleshoot: Your CSV import fails due to a 'mixed data type' error—how do you fix it?

Answer: Change the column type explicitly in Power Query to the correct data type.

14. Connect to a live SQL database with parameters (e.g., filter by year).

Answer: Use Power Query parameters to define the year and pass it into the SQL query.

15. How would you automate data imports using Power BI and Power Automate?

Answer: Create a flow in Power Automate to trigger dataset refresh on a schedule or event.