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

- Excel workbooks

- SQL Server databases

- Web APIs

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

Click on **"Get Data"** from the Home tab and select the desired data source (e.g., Text/CSV).

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

Click the **"Refresh"** button on the Home tab to re-import the latest data from the original source.

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

- .csv (Comma Separated Values)

- .xlsx (Excel Workbook)

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

It displays a **preview of the data** and lets you select **which tables/sheets or columns to load**.

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

1. Go to **Home > Get Data > Text/CSV**

2. Select Sales_Data.csv

3. Click **Transform Data**

4. In Power Query, select only **Product** and **Price**, then click **Close & Load**

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

In Power Query, select the **OrderDate** column, then go to the **Transform tab > Data Type > Date**.

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

- **Load**: Imports data **as-is** directly into Power BI

- **Transform Data**: Opens **Power Query Editor** to clean, filter, or reshape data **before loading**

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

Incorrect **server name or credentials** can prevent a successful connection.

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

Go to **Home > Transform Data > Data Source Settings**, select the old source, and click **Change Source**.

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

m

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

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

In Power Query, go to **Home > Data Source Settings > Change Source**, and select the **updated CSV file**.

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

Open Power Query and **explicitly set the data type** for each column (e.g., set "Price" as Decimal Number).

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

1. Use **Get Data > SQL Server**

2. Enter server/database

3. In Power Query, create a **parameter for year**, and use it in a **custom SQL query** or filter step.

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

Create a **Power Automate flow** that triggers a **Power BI dataset refresh** on schedule or when a file is updated in OneDrive/SharePoint.