Power Query and Tables

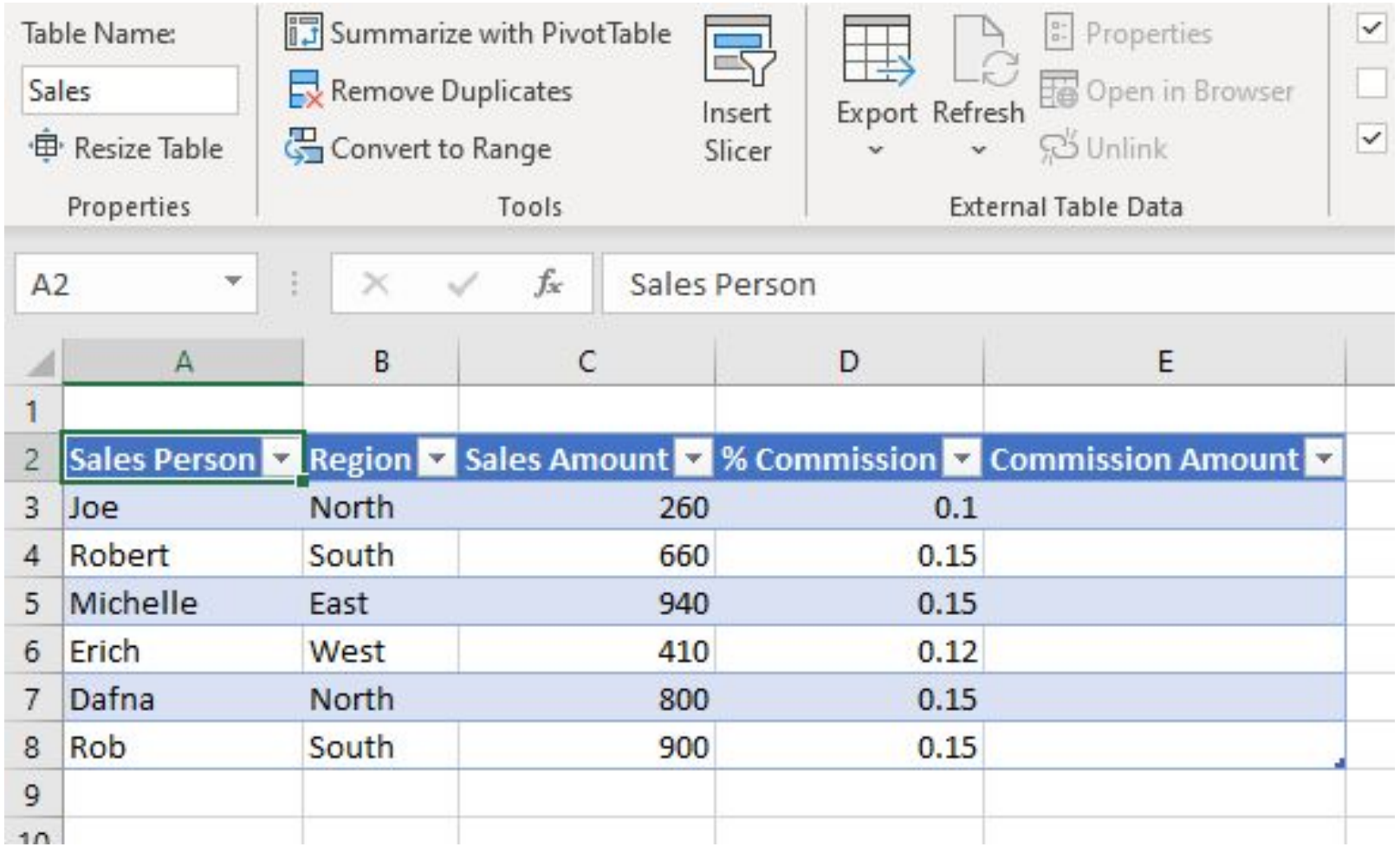
Power Query

Power Query allows you to import data from other sources (Access or SQL databases, the web, etc.) into Excel.

You can also use it to transform or combine data sources in the Power Query editor prior to importing them.

Excel Tables

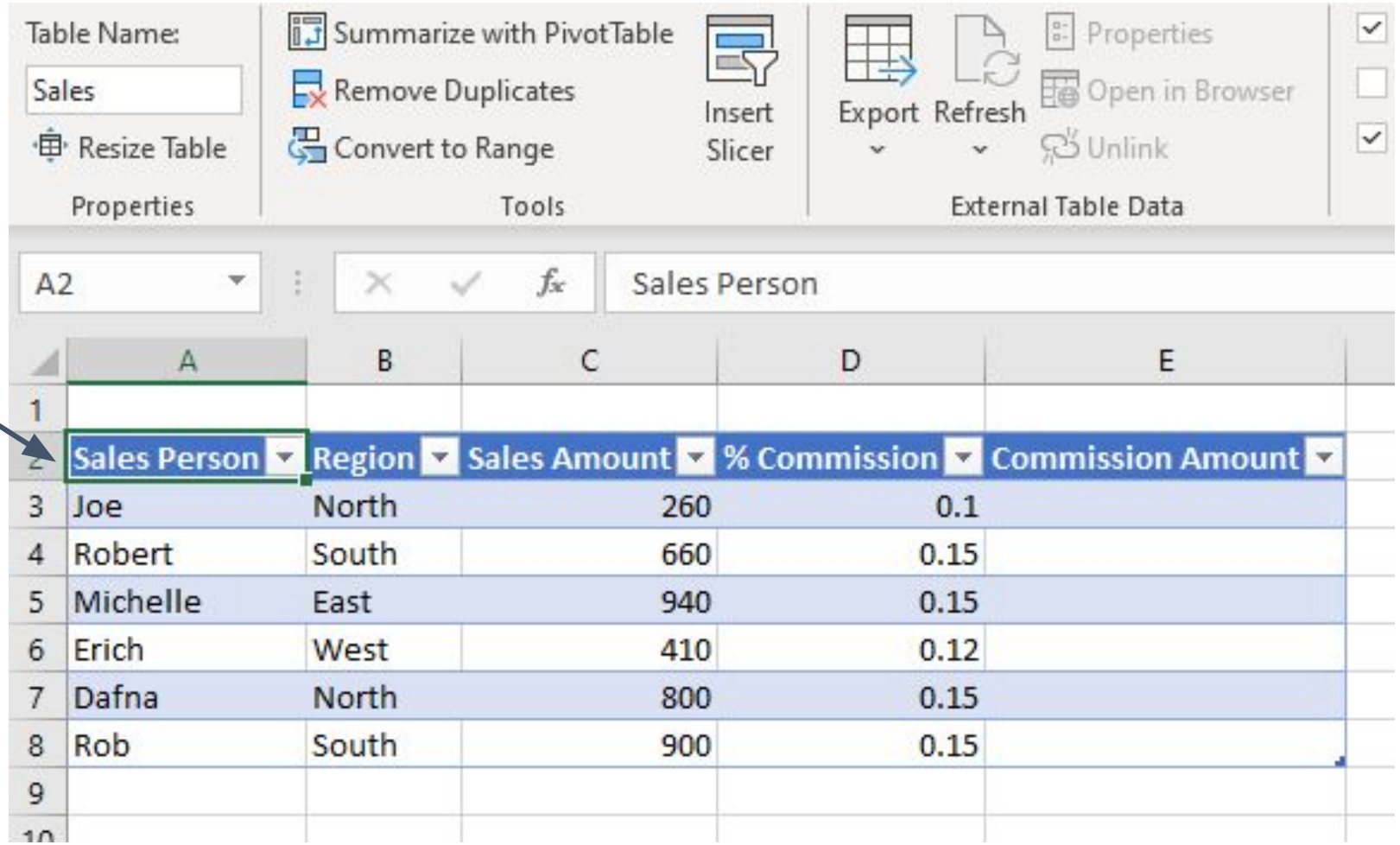
Tables have names which you can reference when creating formulas.



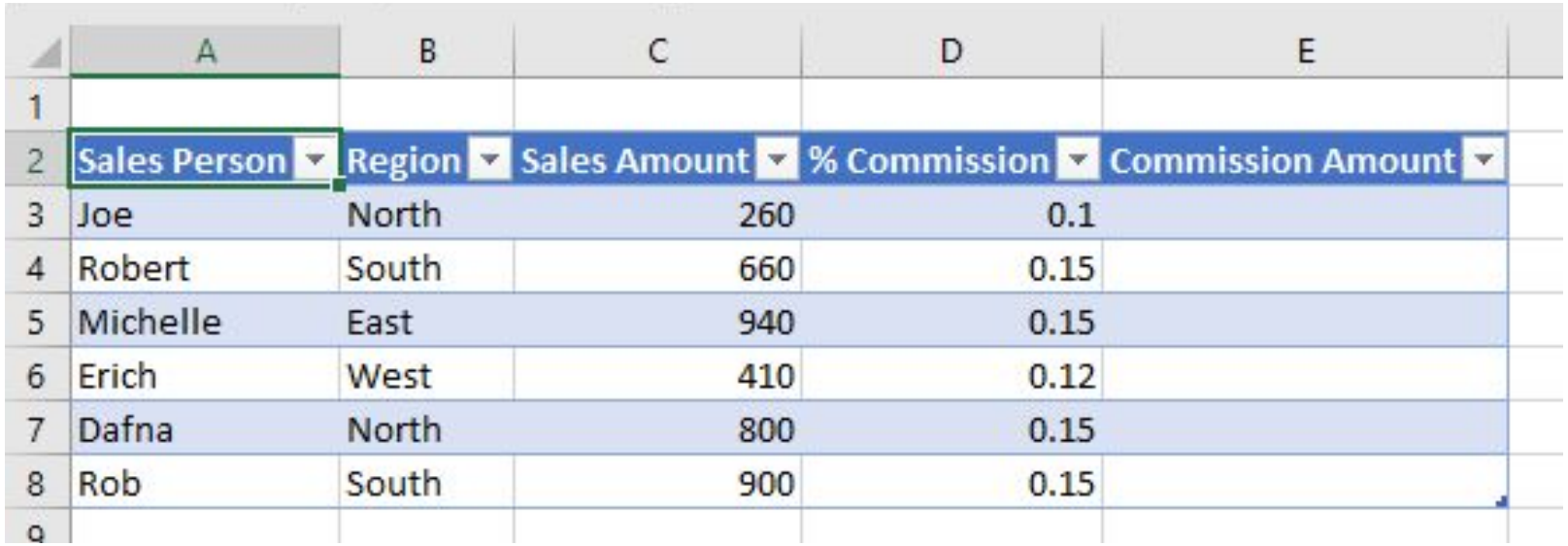
	A	B	C	D	E
1					
2	Sales Person	Region	Sales Amount	% Commission	Commission Amount
3	Joe	North	260	0.1	
4	Robert	South	660	0.15	
5	Michelle	East	940	0.15	
6	Erich	West	410	0.12	
7	Dafna	North	800	0.15	
8	Rob	South	900	0.15	
9					

Excel Tables

Tables have header rows which can be used for filtering or sorting values.



Excel Tables



	A	B	C	D	E
1					
2	Sales Person	Region	Sales Amount	% Commission	Commission Amount
3	Joe	North	260	0.1	
4	Robert	South	660	0.15	
5	Michelle	East	940	0.15	
6	Erich	West	410	0.12	
7	Dafna	North	800	0.15	
8	Rob	South	900	0.15	
9					

You can refer to values in the table using the table name and the name of the columns rather than using cell ranges.

For example, to find the total sales, you can use

=SUM(Sales[Sales Amount])

Excel Tables

	A	B	C	D	E
1					
2	Sales Person	Region	Sales Amount	% Commission	Commission Amount
3	Joe	North	260	0.1	
4	Robert	South	660	0.15	
5	Michelle	East	940	0.15	
6	Erich	West	410	0.12	
7	Dafna	North	800	0.15	
8	Rob	South	900	0.15	
9					

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For example, to find the total sales, you can use

=SUM(Sales[Sales Amount])

Table Name

Excel Tables

	A	B	C	D	E
1					
2	Sales Person	Region	Sales Amount	% Commission	Commission Amount
3	Joe	North	260	0.1	
4	Robert	South	660	0.15	
5	Michelle	East	940	0.15	
6	Erich	West	410	0.12	
7	Dafna	North	800	0.15	
8	Rob	South	900	0.15	
9					

You can refer to values in the table using the table name and the name of the columns rather than using cell ranges.

For example, to find the total sales, you can use

=SUM(Sales[Sales Amount])

Column Name

Excel Tables

	A	B	C	D	E
1					
2	Sales Person	Region	Sales Amount	% Commission	Commission Amount
3	Joe	North	260	0.1	26
4	Robert	South	660	0.15	99
5	Michelle	East	940	0.15	141
6	Erich	West	410	0.12	49.2
7	Dafna	North	800	0.15	120
8	Rob	South	900	0.15	135
9					

When creating calculated columns in a table, you don't reference cell addresses but instead reference column names.

To calculate the Commission Amount, you would use

=[@Sales Amount]*[@[% Commission]]

@ references the values contained in a particular column for that row

Brackets are needed around the % Commission name because of the special character %.