Week – 1

Steps :

1. Imported the csv file through text/csv under “Get data” section.
2. After importing the csv file, choose load instead of transform, as after loading also, we can transform the data.
3. Then click on transform data which will open a Power query editor window. Navigate to view tab and choose column quality to get knowledge about missing values, errors, etc.
4. Then create a duplicate file of the main file and rename it according to the category whose we are creating separate tables.
5. Whichever columns are not required, just right click on it and select “remove column”.
6. At the end choose close and apply to save the changes.