

FileHomeTransformAdd ColumnViewToolsHelp

Query Settings

Layout

Formula Bar

Monospaced

Column distribution

Show whitespace

Column profile

Column quality

Data Preview

Columns

Parameters

Advanced Editor

Query Dependencies

Queries [1]

Financial_Expense_Data_...

fx

= Table.TransformColumnTypes(#"Promoted Headers",{{"ExpenseID", type text}, {"Date", type date}, {"Department", type text}, {"ExpenseType", type text}, {"Amount", type number}, {"Description", type text}, {"Approver", type text}}

ExpenseID

Valid 100%

Error 0%

Empty 0%

100 distinct, 100 unique

Date

Valid 100%

Error 0%

Empty 0%

100 distinct, 100 unique

Department

Valid 99%

Error 0%

Empty 1%

5 distinct, 1 unique

ExpenseType

Valid 99%

Error 0%

Empty 1%

14 distinct, 1 unique

Amount

Valid 100%

Error 0%

Empty 0%

72 distinct, 50 unique

Description

Valid 100%

Error 0%

Empty 0%

98 distinct, 96 unique

Approver

Valid 100%

Error 0%

Empty 0%

5 distinct, 1 unique

1	EXP001	01-01-2024	HR	Salaries	125000	Monthly payroll January	John Sr
2	EXP002	05-01-2024	IT	Software	15000	Office 365 licenses	Sarah L
3	EXP003	08-01-2024	Finance	Office Supplies	3500	Stationery and printer supplies	Mike Jc
4	EXP004	10-01-2024	Operations	Travel	8500	Client visit - Mumbai	Anna D
5	EXP005	12-01-2024	HR	Training	12000	Leadership development program	John Sr
6	EXP006	15-01-2024	IT	Hardware	45000	New laptops for team	Sarah L
7	EXP007	18-01-2024		Utilities	5500	Electricity bill	
8	EXP008	20-01-2024	Finance	Professional Services	18000	External audit fees	Mike Jc
9	EXP009	22-01-2024	Operations	Marketing	22000	Digital advertising campaign	Anna D

Column statistics

Count 100

Error 0

Empty 0

Distinct 100

Unique 100

Empty string 0

Min EXP001

Max EXP100

Value distribution

EXP003

EXP005

EXP006

EXP007

EXP009

EXP010

EXP011

EXP012

EXP013

EXP014

EXP015

Query Settings

PROPERTIES

Name

Financial_Expense_Data_100rows

All Properties

APPLIED STEPS

Source

Promoted Headers

Changed Type

9 COLUMNS, 100 ROWS Column profiling based on top 1000 rows

PREVIEW DOWNLOADED AT 09:44

FileHomeTransformAdd ColumnViewToolsHelp

Close & Apply

New Source

Recent Sources

Enter Data

Data source settings

Manage Parameters

Export query results

Refresh Preview

Advanced Editor

Manage

Choose Columns

Remove Columns

Keep Rows

Remove Rows

Sort

Split Column

Group By

Replace Values

Data Type: Text

Use First Row as Headers

Merge Queries

Append Queries

Combine Files

Queries [1]

fx

= Table.ReplaceValue("#Replaced Value","",Uncategorized",Replacer.ReplaceValue,{"ExpenseType"}))

Financial_Expense_Data...

ExpenseID

Date

Department

ExpenseType

Amount

Description

Appro

Valid

100%

0%

0%

Valid

100%

0%

0%

Valid

100%

0%

0%

Valid

100%

0%

0%

Valid

100%

0%

0%

Valid

100%

0%

0%

Valid

100%

0%

0%

100 distinct, 100 unique

100 distinct, 100 unique

5 distinct, 1 unique

14 distinct, 1 unique

72 distinct, 50 unique

1

EXP001

01-01-2024

HR

Salaries

2

EXP002

05-01-2024

IT

Software

3

EXP003

08-01-2024

Finance

Office Supplies

3500

Stationery and printer supplies

Mike Jc

4

EXP004

10-01-2024

Operations

Travel

8500

Client visit - Mumbai

Anna D

5

EXP005

12-01-2024

HR

Training

12000

Leadership development program

John Sr

6

EXP006

15-01-2024

IT

Hardware

45000

New laptops for team

Sarah L

7

EXP007

18-01-2024

Unassigned

Utilities

5500

Electricity bill

Pending

8

EXP008

20-01-2024

Finance

Professional Services

18000

External audit fees

Mike Jc

9

EXP009

22-01-2024

Operations

Marketing

22000

Digital advertising campaign

Anna D

10

EXP010

25-01-2024

HR

Recruitment

9500

Job portal subscriptions

John Sr

11

EXP011

02-02-2024

IT

Software

16500

CRM system upgrade

Sarah L

12

EXP012

05-02-2024

HR

Salaries

127000

Monthly payroll February

John Sr

13

EXP013

08-02-2024

Operations

Travel

11200

Conference attendance

Anna D

14

EXP014

10-02-2024

Finance

Office Supplies

2800

Office supplies

Mike Jc

15

EXP015

12-02-2024

IT

Cloud Services

8500

AWS hosting fees

Sarah L

16

EXP016

15-02-2024

HR

Employee Benefits

15000

Health insurance premium

John Sr

17

EXP017

18-02-2024

Operations

Marketing

25000

Trade show participation

Anna D

18

Unassigned

Query Settings

PROPERTIES

Name

Financial_Expense_Data_100rows

All Properties

APPLIED STEPS

Source

Promoted Headers

Changed Type

Replaced Value

Replaced Value1

Replaced Value4

Replaced Value5

FileHomeTransformAdd ColumnViewToolsHelp

Column From ExamplesCustom Invoke Custom ColumnFunction

Conditional ColumnIndex ColumnDuplicate Column

FormatParse

From Text

From Number

From Date & Time

Queries [1]Financial_Expense_Data...

fx= Table.AddColumn(#"Inserted Month Name", "Month", each Date.Month([Date]), Int64.Type)

	Description	ApprovedBy	Status	Budget	Month Name	Month
6	45000 New laptops for team	Sarah Lee	Approved		January	
7	5500 Electricity bill	Pending Approval	Pending	5000	January	
8	18000 External audit fees	Mike Johnson	Approved	15000	January	
9	22000 Digital advertising campaign	Anna Davis	Approved	20000	January	
10	5500 Job portal subscriptions	John Smith	Approved	8000	January	
11	16500 CRM system upgrade	Sarah Lee	Approved	14000	February	
12	127000 Monthly payroll February	John Smith	Approved	120000	February	
13	11200 Conference attendance	Anna Davis	Approved	8000	February	
14	2800 Office supplies	Mike Johnson	Approved	3000	February	
15	8500 AWS hosting fees	Sarah Lee	Approved	7000	February	
16	15000 Health insurance premium	John Smith	Approved	12000	February	
17	25000 Trade show participation	Anna Davis	Approved	20000	February	
18	32000 Network equipment	Sarah Lee	Approved	35000	February	
19	6200 Office utilities	Mike Johnson	Approved	5000	February	
20	7500 Equipment servicing	Anna Davis	Approved	6000	February	
21	128500 Monthly payroll March	John Smith	Approved	122000	March	
22	19000 Design tools licenses	Sarah Lee	Approved	15000	March	
23	22000 Tax consultation	Mike Johnson	Approved	18000	March	
24	14500 Client meetings	Anna Davis	Approved	10000	March	
25	18000 Technical skills training	John Smith	Approved	12000	March	
26	9200 Azure services	Sarah Lee	Approved	8000	March	
27	28000 Social media campaigns	Anna Davis	Approved	25000	March	
28	4100 Printing and supplies	Mike Johnson	Approved	3500	March	

Query Settings

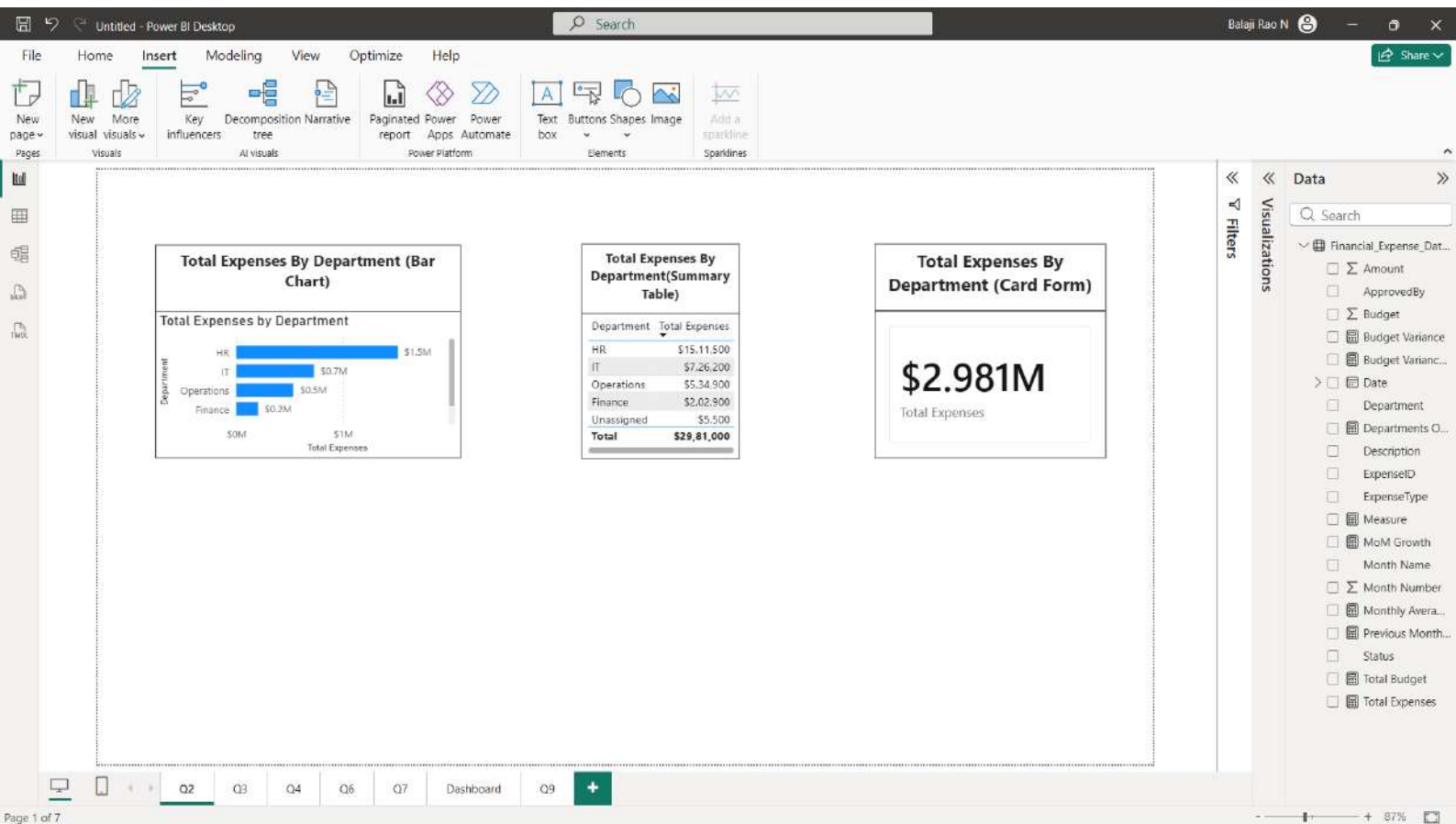
PROPERTIES

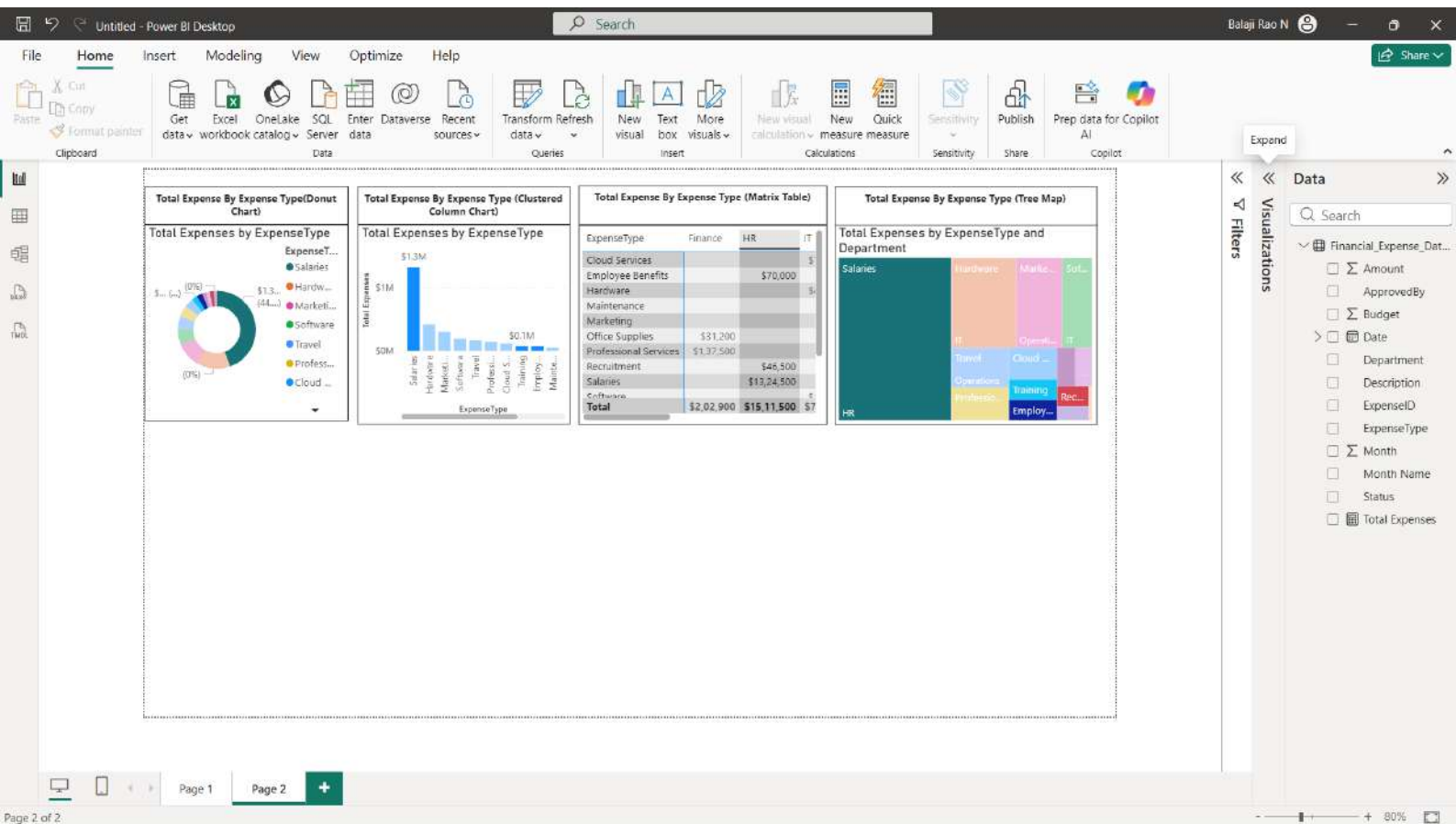
NameFinancial_Expense_Data_100rows

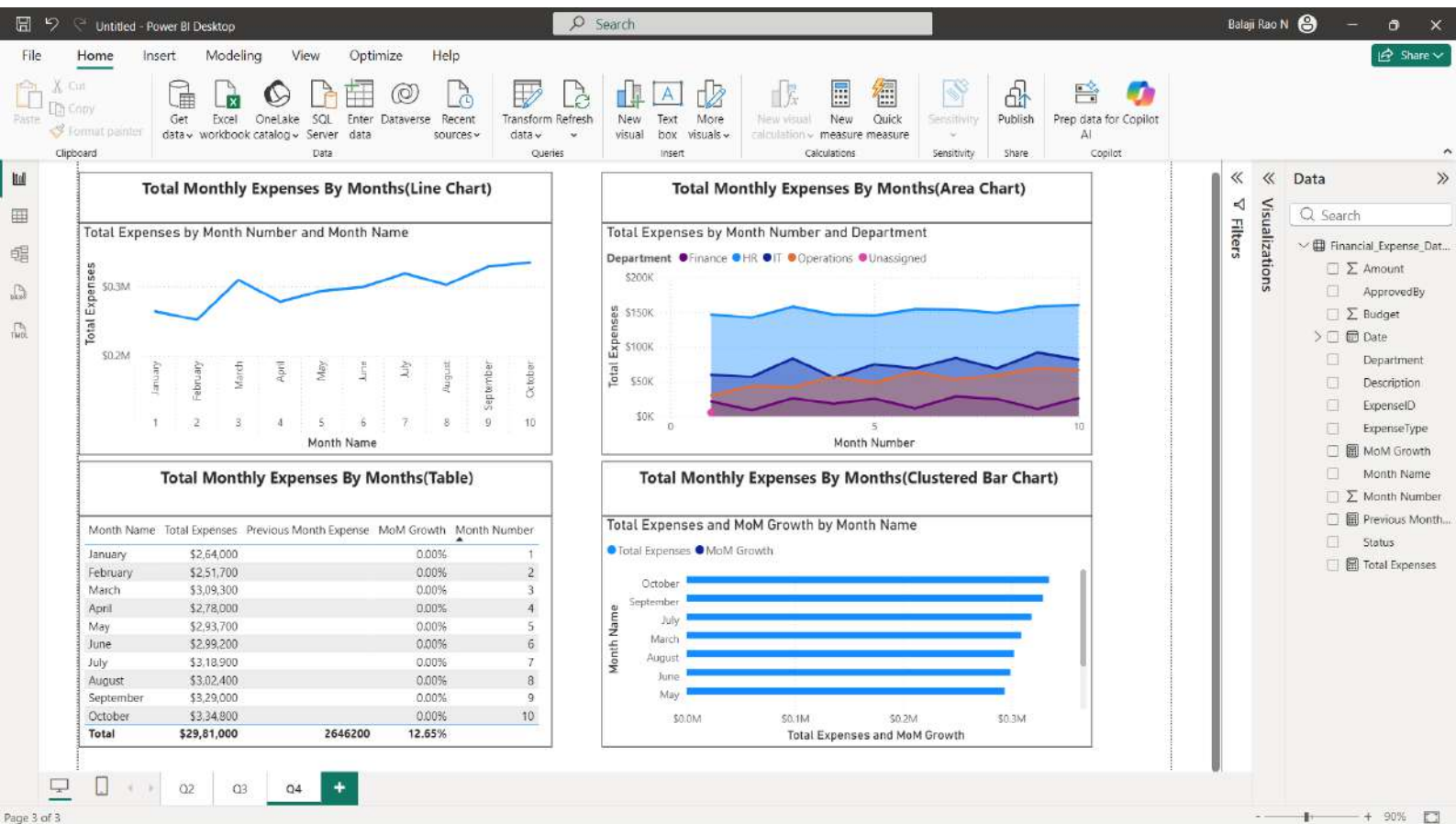
APPLIED STEPS

SourcePromoted HeadersChanged TypeReplaced Value3Replaced ValueReplaced Value1Replaced Value4Replaced Value5Inserted Month NameInserted Month

11 COLUMNS, 100 ROWSColumn profiling based on top 1000 rowsPREVIEW DOWNLOADED AT 09:59







Untitled - Power BI Desktop											
Balaji Rao N											
File Home Help Table tools Measure tools											
Name: Total Expenses Format: Currency Data category: Uncategorized											
Home table: Financial_Expense_... \$ ~ % \$ \$ Auto											
Structure Formatting Properties Calculations											
1 Total Expenses = SUM(Financial_Expense_Data_100rows[Amount])											
ExpenseID	Date	Department	ExpenseType	Amount	Description	ApprovedBy	Status	Budget	Month Name	Month	
EXP001	01 January 2024	HR	Salaries	125000	Monthly payroll January	John Smith	Approved	120000	January		1
EXP002	05 January 2024	IT	Software	15000	Office 365 licenses	Sarah Lee	Approved	14000	January		1
EXP003	08 January 2024	Finance	Office Supplies	3500	Stationery and printer supplies	Mike Johnson	Approved	3000	January		1
EXP004	10 January 2024	Operations	Travel	8500	Client visit - Mumbai	Anna Davis	Approved	7000	January		1
EXP005	12 January 2024	HR	Training	12000	Leadership development program	John Smith	Approved	10000	January		1
EXP006	15 January 2024	IT	Hardware	45000	New laptops for team	Sarah Lee	Approved	40000	January		1
EXP008	20 January 2024	Finance	Professional Services	18000	External audit fees	Mike Johnson	Approved	15000	January		1
EXP009	22 January 2024	Operations	Marketing	22000	Digital advertising campaign	Anna Davis	Approved	20000	January		1
EXP010	25 January 2024	HR	Recruitment	9500	Job portal subscriptions	John Smith	Approved	8000	January		1
EXP011	02 February 2024	IT	Software	16500	CRM system upgrade	Sarah Lee	Approved	14000	February		2
EXP012	05 February 2024	HR	Salaries	127000	Monthly payroll February	John Smith	Approved	120000	February		2
EXP013	08 February 2024	Operations	Travel	11200	Conference attendance	Anna Davis	Approved	9000	February		2
EXP014	10 February 2024	Finance	Office Supplies	2800	Office supplies	Mike Johnson	Approved	3000	February		2
EXP015	12 February 2024	IT	Cloud Services	8500	AWS hosting fees	Sarah Lee	Approved	7000	February		2
EXP016	15 February 2024	HR	Employee Benefits	15000	Health insurance premium	John Smith	Approved	12000	February		2
EXP017	18 February 2024	Operations	Marketing	25000	Trade show participation	Anna Davis	Approved	20000	February		2
EXP018	20 February 2024	IT	Hardware	32000	Network equipment	Sarah Lee	Approved	35000	February		2
EXP019	22 February 2024	Finance	Utilities	6200	Office utilities	Mike Johnson	Approved	5000	February		2
EXP020	25 February 2024	Operations	Maintenance	7500	Equipment servicing	Anna Davis	Approved	6000	February		2
EXP021	01 March 2024	HR	Salaries	128500	Monthly payroll March	John Smith	Approved	122000	March		3
EXP022	04 March 2024	IT	Software	19000	Design tools licenses	Sarah Lee	Approved	15000	March		3
EXP023	06 March 2024	Finance	Professional Services	22000	Tax consultation	Mike Johnson	Approved	18000	March		3
EXP024	08 March 2024	Operations	Travel	14500	Client meetings	Anna Davis	Approved	10000	March		3
EXP025	10 March 2024	HR	Training	18000	Technical skills training	John Smith	Approved	12000	March		3
EXP026	12 March 2024	IT	Cloud Services	9200	Azure services	Sarah Lee	Approved	8000	March		3
EXP027	15 March 2024	Operations	Marketing	28000	Social media campaigns	Anna Davis	Approved	25000	March		3
EXP028	18 March 2024	Finance	Office Supplies	4100	Printing and supplies	Mike Johnson	Approved	3500	March		3
EXP029	20 March 2024	IT	Hardware	55000	Server upgrade	Sarah Lee	Approved	45000	March		3
EXP030	22 March 2024	HR	Recruitment	11000	Recruitment agency fees	John Smith	Approved	9000	March		3
EXP031	02 April 2024	HR	Salaries	130000	Monthly payroll April	John Smith	Approved	125000	April		4

Table: Financial_Expense_Data_100rows (100 rows) Column: Total Expenses (0 distinct values)

FileHomeInsertModelingViewOptimizeHelpTable toolsMeasure tools

NameMonthly Average E...FormatCurrencyData categoryUncategorized

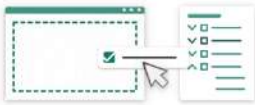
Home tableFinancial_Expense_...\$ ~ %Auto

StructureFormattingPropertiesNew Quick measure measure Calculations

1 Monthly Average Expense =
2 DIVIDE(
3 [Total Expenses],
4 DISTINCTCOUNT(Financial_Expense_Data_100rows[Month Name]),
5 0
6)
7


Build visuals with your data

Select or drag fields from the Data pane onto the report canvas.



Visualizations

Build visual



Values

Add data fields here

Drill through

Cross-report

Keep all filters

Add drill-through fields here

Data

Search

Financial_Expense_Data_100rows

☐ Amount

☐ ApprovedBy

☐ Budget

☐ Date

☐ Department

☐ Description

☐ ExpenseID

☐ ExpenseType

☐ MoM Growth

☐ Month Name

☐ Month Number

☒ Monthly Average Expense

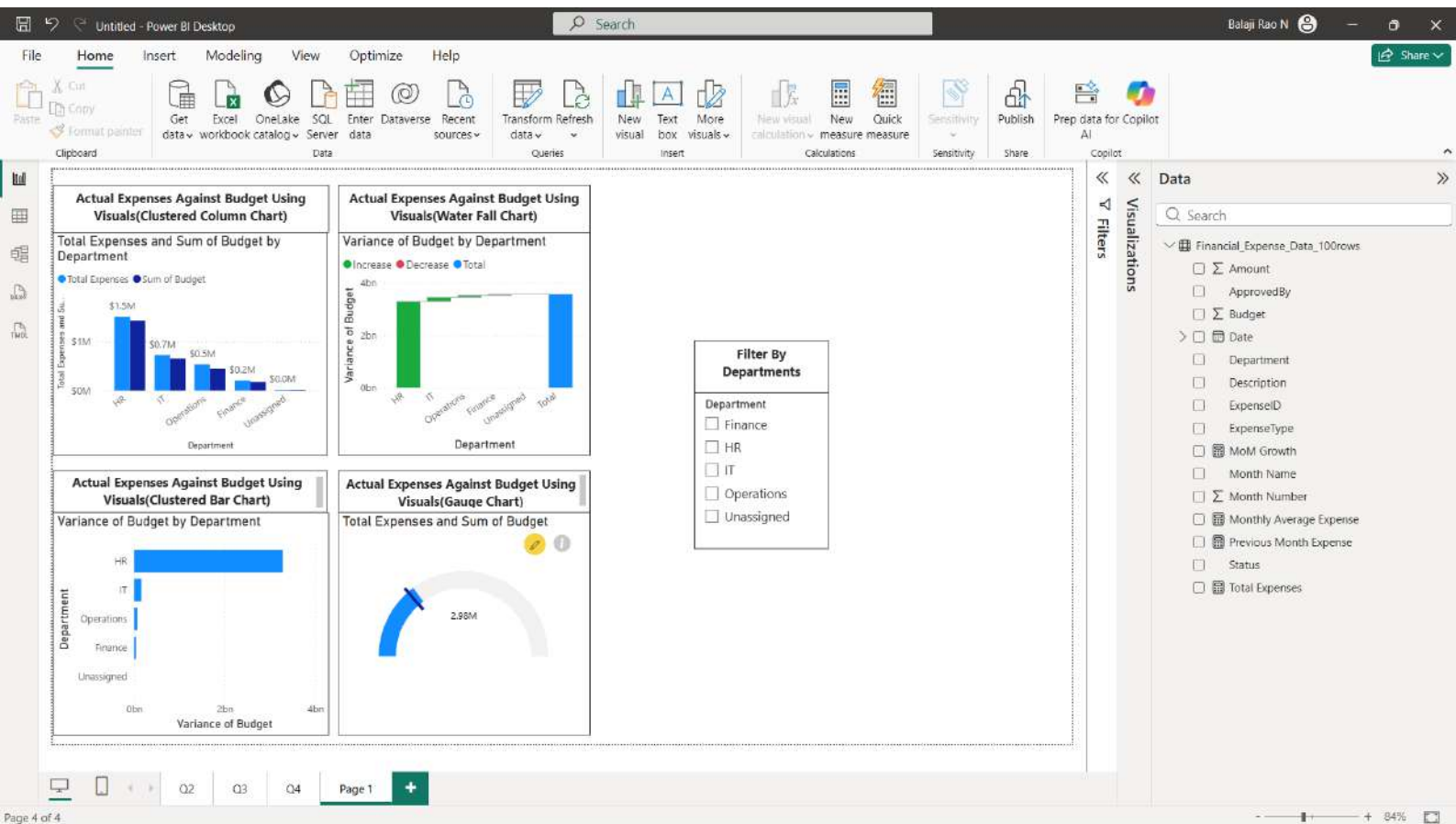
☐ Previous Month Expense

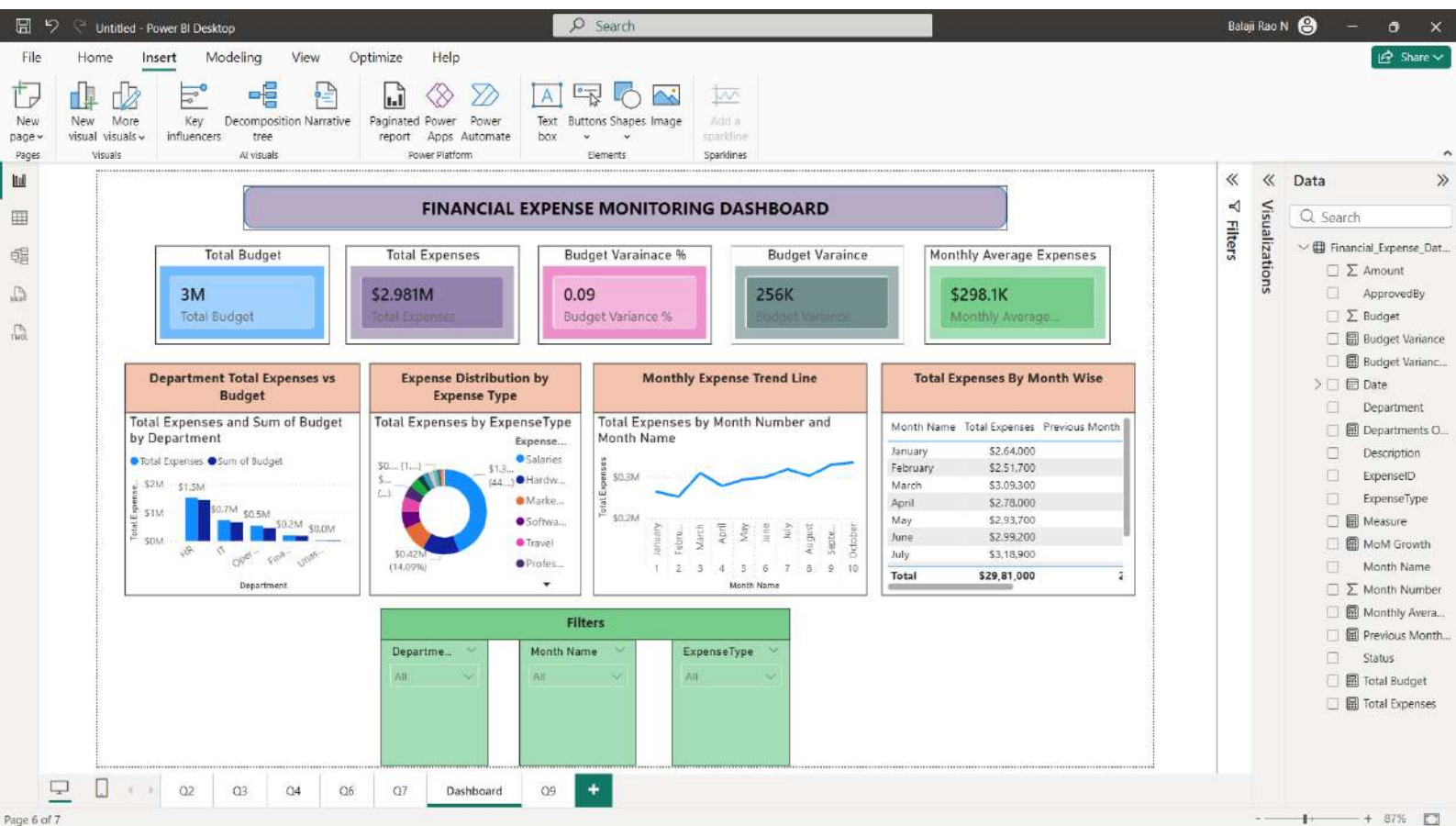
☐ Status

☐ Total Expenses

Q2Q3Q4Page 1+

Page 4 of 490%





FileHomeInsertModelingViewOptimizeHelp

New pageNew visualMore visualsKey influencersDecomposition treeNarrative reportPaginated reportPower AppsPower AutomateText boxButtonsShapesImageAdd a sparkline

VisualsAI visualsPower PlatformElementsSparklines

Cost Control Recommendations

IT Hardware Spending:

- Implement approval threshold of ₹40,000
- Review all hardware purchases > ₹30,000
- Consider lease options instead of outright purchase
- Expected savings: 15-20%

Travel Policy Enforcement:

- Set maximum per-trip limits by destination
- Require advance booking (14+ days)
- Use economy class for domestic travel
- Expected savings: 10-15%

Marketing Spend Review:

- Pause campaigns with low ROI
- Consolidate vendors for better rates
- Implement quarterly budget reviews
- Expected savings: 12-18%

HR Recruitment Optimization:

- Reduce external agency fees
- Strengthen internal referral program
- Negotiate annual contracts with job portals
- Expected savings: 20-25%

Software License Audit:

- Review all software subscriptions
- Eliminate redundant tools
- Negotiate volume discounts
- Expected savings: 10-15%

Cloud Services Optimization:

- Right-size cloud resources
- Use reserved instances where possible
- Implement auto-scaling
- Expected savings: 15-20%

Budget Process Improvement:

- Implement zero-based budgeting
- Monthly budget review meetings
- Department accountability dashboard
- Rolling forecasts (quarterly updates)

Expense Approval Workflow:

- Automate expense approval system
- Multi-level approval for high-value items
- Real-time budget vs. actual tracking

Vendor Management:

- Consolidate vendors where possible
- Annual contract negotiations
- Payment term optimization
- Master service agreements

Data

Search

Financial_Expense_Dat...

☐ Amount

☐ ApprovedBy

☐ Budget

☐ Budget Variance

☐ Budget Varianc...

☐ Date

☐ Department

☐ Departments O...

☐ Description

☐ ExpenseID

☐ ExpenseType

☐ Measure

☐ MoM Growth

☐ Month Name

☐ Month Number

☐ Monthly Avera...

☐ Previous Month...

☐ Status

☐ Total Budget

☐ Total Expenses

Q2Q3Q4Q6Q7DashboardQ9+

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88%