**BEH 314 Practical Assignment (50 Marks)**

1. Download Power BI Desktop (2 marks)
2. Create Power BI Account (2 marks)
3. Upload excel/pdf file in Power BI Desktop (2 marks)
4. Transform the data for “Table002” based on the following given parameters (10 marks)
5. Delete “column 1”
6. Delete the word “total” from the column header and write the months in full
7. Change the column “consolidated” to TOTAL BY AIR
8. Exclude the “null” from the data
9. Capitalize each word for the column “ASIA”
10. Replace the “–“ values with zero (0) for every column
11. Change the data type for the column months TOTAL BY AIR to whole numbers
12. Exclude Vietnam from the data
13. Build visualisation and Reports (5 marks)

* Create new measure using DAX i.e., Total by Air = Sum (‘Tables002) (page 1) ‘[TOTAL BY AIR])
* Create new table using DAX i.e., Calendar details from January 1st 2017 to December 31st 2017 Use the DAX: **Annuals = (Calendar (MONTH (1), (12))**
* Build report using visual text box and type “Executive Summary – Asia Arrival by Air 2017” – Font Type - Arial Black, Font Size – 24
* Build visualization report and answer the following questions

1. Which is the 5th Asian country in terms of arrivals by Air (1 mark)
2. Which country had the least arrival by air (1 mark)
3. Which was the 3rd Asian country in terms of arrivals by air in January 2017 (1 mark)
4. Which months did East Timor failed to lead arrivals from behind (1.5 marks)
5. Which countries would you advice the tourism ministry to focus on and why (1.5 marks)
6. Modify visualisation themes and formats using conducive themes for your audience (3 marks)
7. Publish report in Power BI service (3 marks)
8. Create Dashboards (3 marks)
9. Share dashboards and reports
10. Pdf (2 marks)
11. Excel (2 marks)
12. Email (2 marks)
13. Power Point (2 marks)
14. QR Codes (3 marks)
15. Create Alerts (3 marks)
16. View insights and share the highlighted insights in writing (8 marks)