

POWER BI INTERNSHIP

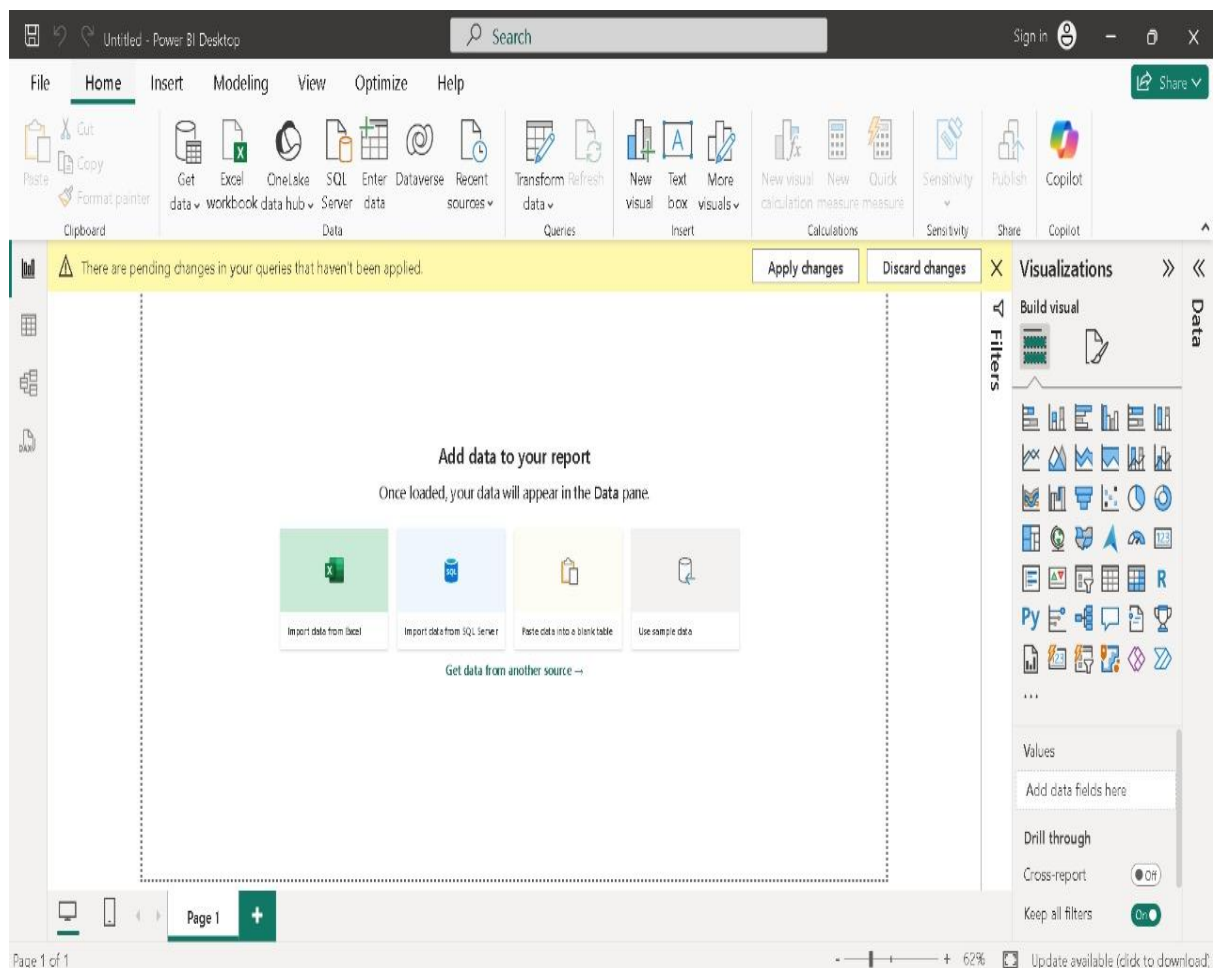
WEEK 1

Power BI is a business analytics tool developed by **Microsoft** that allows users to **visualize data**, share insights, and collaborate on reports and dashboards. It is widely used for transforming raw data into meaningful and interactive reports or dashboards, enabling businesses to make data-driven decisions.

How to install?

Download Power BI Desktop

- Go to the official Microsoft Power BI download page: [Power BI Download](#).
- Click on the Download Free or Download Power BI Desktop button.



Steps to Load Data from Excel into Power BI Desktop

1. Open Power BI Desktop

- Launch Power BI Desktop on your computer.

2. Start a New Report

- On the Home ribbon, click Get Data.

3. Select Excel as Data Source

- In the Get Data window, select Excel Workbook from the list of data sources.
- If you don't see it immediately, use the search bar at the top to find "Excel."

4. Choose Your File

- Browse to the location of your Excel file, select it, and click Open.

5. Select Data to Load

- A Navigator window will appear showing the sheets and tables in your Excel file.
- Check the box for the sheet(s) or table(s) you want to load.
 - Preview your data to ensure you've selected the correct ones.

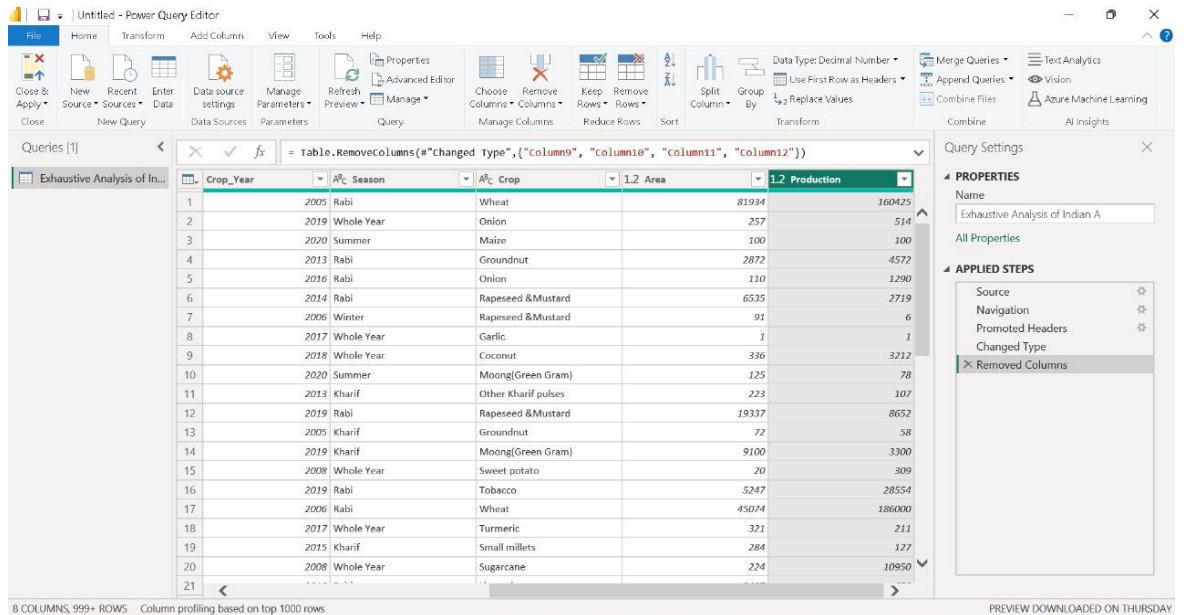
6. Choose How to Load the Data

- **Load:** Directly loads the data into Power BI without any modifications.
- **Transform Data:** Opens Power Query Editor, where you can clean and prepare your data before.

Transforming the data:

It contains simple steps.

Just right click on the column name and select Remove Columns.



How to get to know if the data contains null values or not?

In Power Query Editor itself, go to view tab.

Then, click on Column Quality.

A small box appears to show if there are any particular null values.

FileHomeTransformAdd ColumnViewToolsHelp

Query Settings

Layout

Data Preview

Columns

Parameters

Advanced

Dependencies

Formula Bar

Monospaced

Column distribution

Show whitespace

Column profile

Column quality

Always allow

Go to Column

Advanced Editor

Query Dependencies

Queries [1]

Exhaustive Analysis of In...

Table.RemoveColumns(#"changed Type",{"column9", "column10", "column11", "column12"})

RowID	State_Name	District_Name	Crop_Year	Season
1	Bihar	NALANDA	2005	Rabi
2	Assam	KARBI ANGLONG	2019	Whole Year
3	Gujarat	ANAND	2020	Summer
4	Karnataka	UTTAR KANNAD	2013	Rabi
5	Uttar Pradesh	JAUNPUR	2016	Rabi
6	Assam	MARIGAON	2014	Rabi
7	Odisha	SONEPUR	2006	Winter
8	Rajasthan	DHOLPUR	2017	Whole Year
9	Karnataka	BELGAUM	2018	Whole Year
10	Bihar	MUNGER	2020	Summer
11	Chhattisgarh	JANJIR-CHAMPA	2013	Kharif
12	Assam	KARBI ANGLONG	2019	Rabi
13	Uttar Pradesh	SHRAVASTI	2005	Kharif
14	Gujarat	PATAN	2019	Kharif
15	Tamil Nadu	KARUR	2008	Whole Year
16	Uttar Pradesh	KASGANJ	2019	Rabi
17	Haryana	MAHENDRAGARH	2006	Rabi
18	Assam	DHEMAJI	2017	Whole Year

Query Settings

PROPERTIES

Name

Exhaustive Analysis of Indian A

All Properties

APPLIED STEPS

Source

Navigation

Promoted Headers

Changed Type

Removed Columns

8 COLUMNS, 999+ ROWSColumn profiling based on top 1000 rowsPREVIEW DOWNLOADED ON THURSDAY