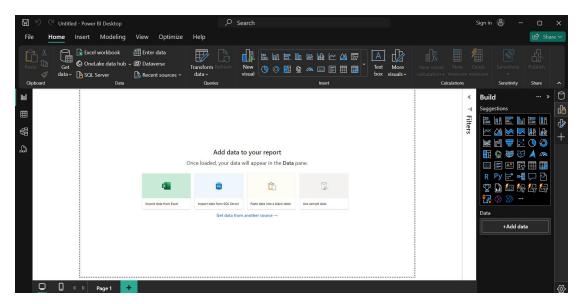
By entering powerBi desktop application we can see this screen as home page where you can found recent reports or dashboards of you .by selecting dashboard we can get the reporting tool page which is used to create dashboards with different types of charts based on charts



This is the report view which is used create charts on left side our image we have 4 options which indicates views of data

- 1) report view which is used for create dashboards
- 2) Table view which is used to view our data in tabular form and we can perform lot more changes
- 3) Model view which is used to manage or establish relationship between tables
- 4) Dax queries which is used make changes using queries

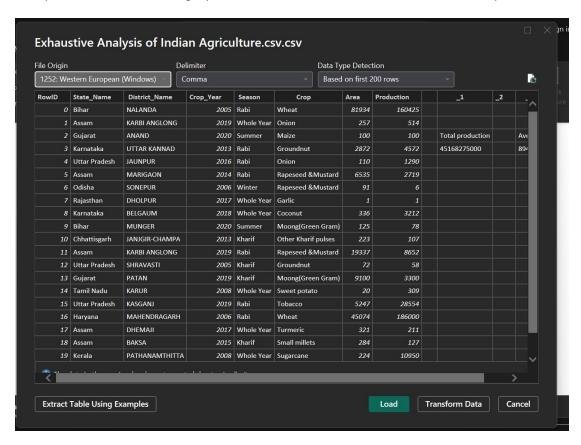


On left side of the image we have 3 options which are used to maintain data and create dashboard

- 1) Data field to maintain data sets
- 2) Build to provide charts to create dashboard
- 3) Format to make style the charts as well as dashboards

On the middle of the image we have options to import data from various formats ,from this and on top we have an option called get data ,with these we have import data to powerbi from lots of various sources available

As Import dats from csv file we get preview data like this the we need to lod this data to power bi

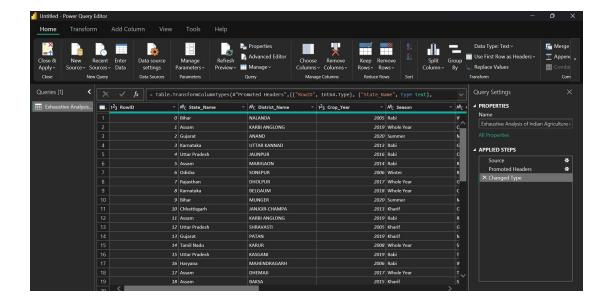


We need to transform the data because there may be some error data ,null values and may be some empty columns and all we need to clean this data to get dashboard accurate this process is called data cleaning

For this data vleaning we have an option called power query editor in power bi

This can be accessed by using transform data option which is top middle of top view

This is the power query editor where we can clean data and and tranform we have lots of options to clean like remove rows, remove columns , keep rows and keepcolumns like this we have lots of options



After all these close and apply option to save the transformed data and will save permenantly in our originl file