

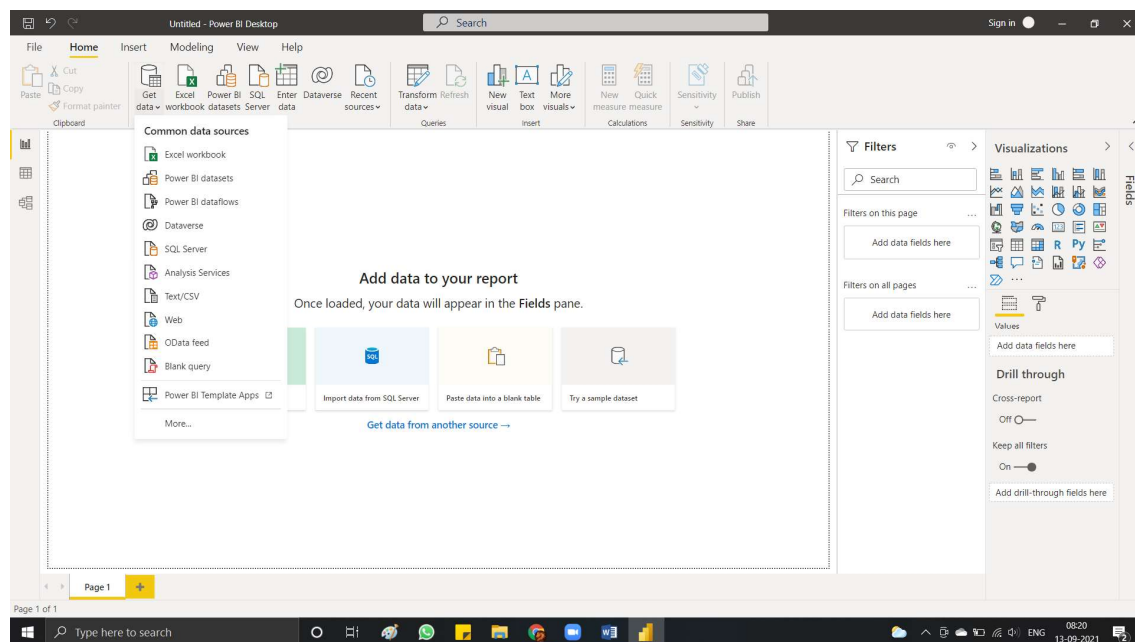
POWER BI

Introduction

Power BI is a Business Intelligence tool created by Microsoft. It implements a simple drag and drop approach to analyze, visualize data and create visualizations. It is a powerful Data visualization, data cleaning and data modelling Business Intelligence software.

Power BI is a collection of components which includes Power Query (An ETL tool which will Extract, Transform and Load the data or in other words, clean the data), Power Pivot (A tool used for Data modelling used for making connections between different datasets), Power View (A tool for visualizations, can make up to 250 different types of charts) and Power BI Service (Helps to communicate the reports to the users).

Importing Data sources



One can import from more than 99 different data sources. If the data is clean, one can directly load the data as shown in the figure below. In case the data requires cleaning then “Transform data” should be clicked.

Navigator

Display Options ▾

Sample - Superstore.xlsx [6]

☒ Orders
 ☐ People
 ☐ Returns
 ☐ Orders1
 ☐ People2
 ☐ Returns3

Orders

Row ID	Order ID	Order Date	Ship Date	Ship Mode	Cus
1	CA-2018-152156	08-11-2018	11-11-2018	Second Class	
2	CA-2018-152156	08-11-2018	11-11-2018	Second Class	
3	CA-2018-138688	12-06-2018	16-06-2018	Second Class	
4	US-2017-108966	11-10-2017	18-10-2017	Standard Class	
5	US-2017-108966	11-10-2017	18-10-2017	Standard Class	
6	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
7	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
8	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
9	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
10	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
11	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
12	CA-2016-115812	09-06-2016	14-06-2016	Standard Class	
13	CA-2019-114412	15-04-2019	20-04-2019	Standard Class	
14	CA-2018-161389	05-12-2018	10-12-2018	Standard Class	
15	US-2017-118983	22-11-2017	26-11-2017	Standard Class	
16	US-2017-118983	22-11-2017	26-11-2017	Standard Class	
17	CA-2016-105893	11-11-2016	18-11-2016	Standard Class	
18	CA-2016-167164	13-05-2016	15-05-2016	Second Class	
19	CA-2016-143336	27-08-2016	01-09-2016	Second Class	
20	CA-2016-143336	27-08-2016	01-09-2016	Second Class	
21	CA-2016-143336	27-08-2016	01-09-2016	Second Class	
22	CA-2018-137330	09-12-2018	13-12-2018	Standard Class	
23	CA-2018-137330	09-12-2018	13-12-2018	Standard Class	

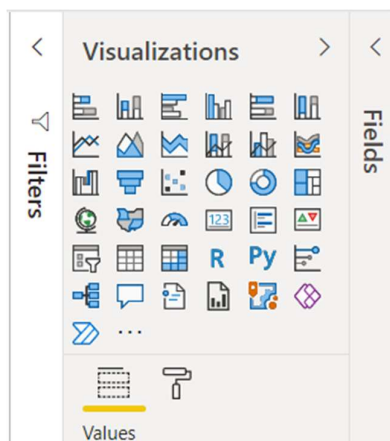
Load

Transform Data

Cancel

Basic Charts in Power BI

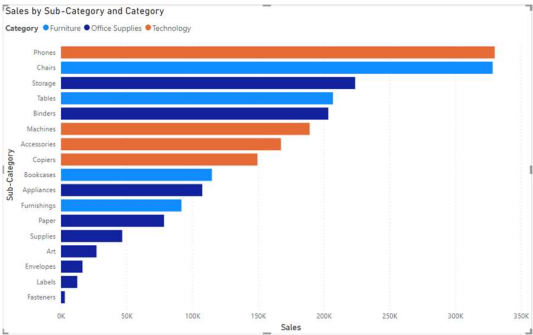
Most of the charts can be created by clicking on the chart and then dragging the data fields into the chart. A few simple charts are Column chart, Stacked bar chart, Pie chart, Donut chart, Ribbon chart, Funnel chart, etc. One can make a chart by simply clicking from the varied options given as shown below.



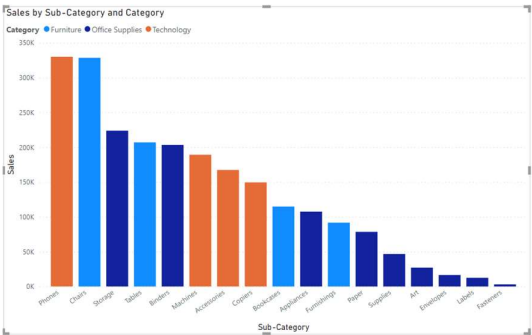
Formatting the graph can be done using the roller icon next to values. Once a chart type is clicked from the above field, a blank chart appears wherein we need to drag and drop the required data field to create the chart.

You can include and exclude parts of the chart by simply right clicking on it and selecting the desired option. If you want to compare between multiple parts, then you must select all the desired parts using control button and then right click on any one and click include.

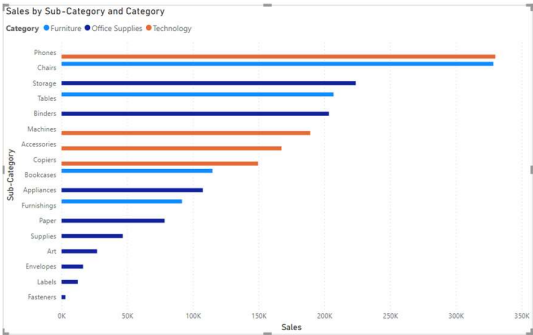
If you want to view or export data of certain parts of the charts, then whilst pressing the control button, click on the parts of the charts and then right click and select view data. You can then export it by clicking on the 3 dots on the upper right corner. You can change visibility settings using the report settings option under current file from the data.



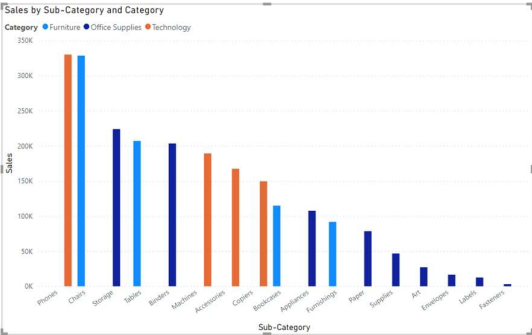
Stacked Bar chart



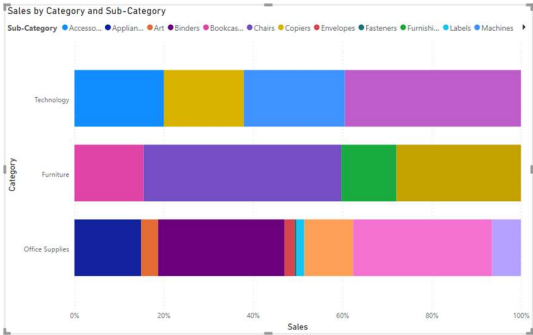
Stacked Column chart



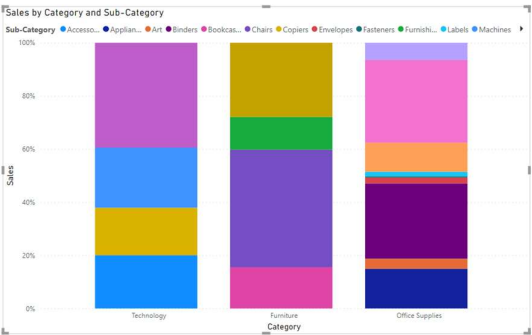
Clustered Bar chart



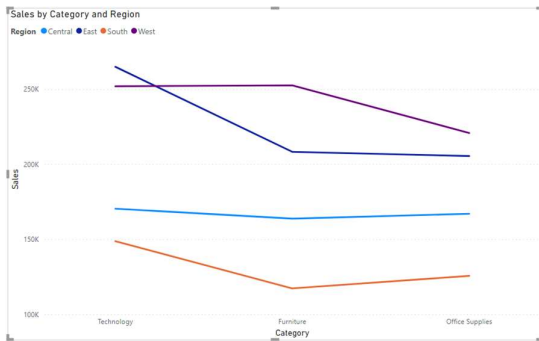
Clustered Column chart



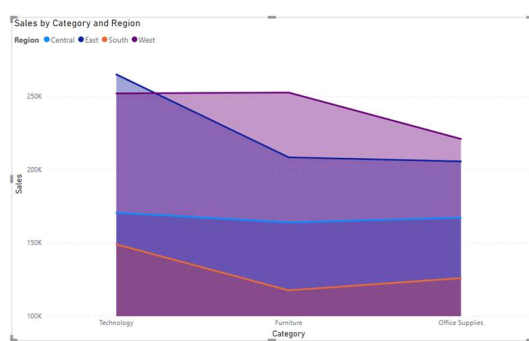
100% Stacked Bar Chart



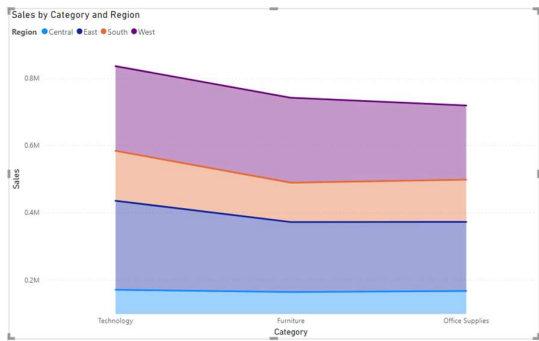
100% Stacked Column Chart



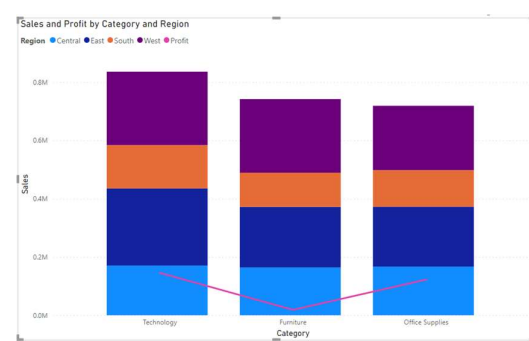
Line Chart



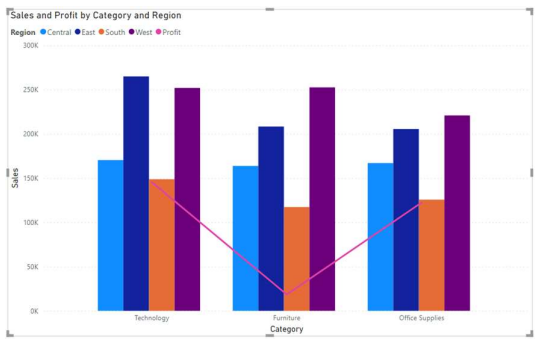
Area Chart



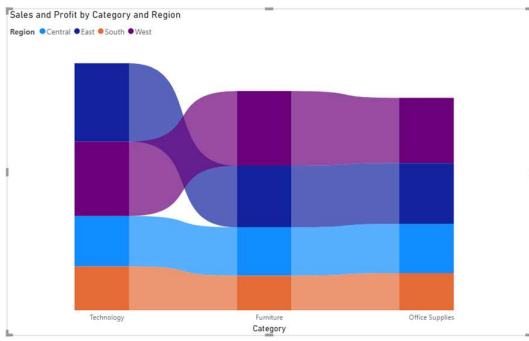
Stacked Area Chart



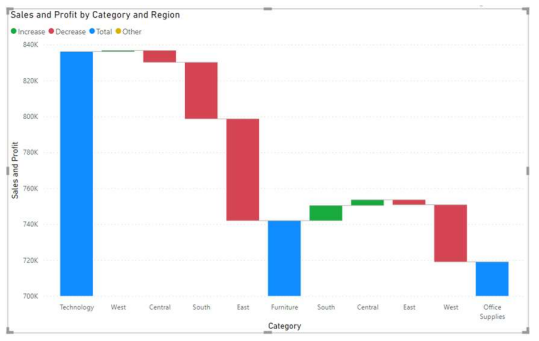
Line and Stacked Column Chart



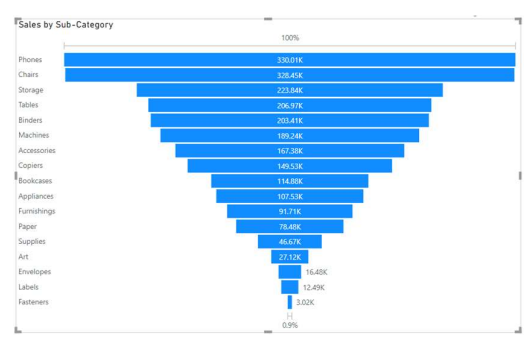
Line and clustered Column Chart



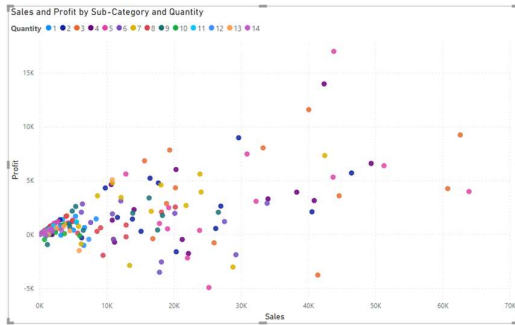
Ribbon Chart



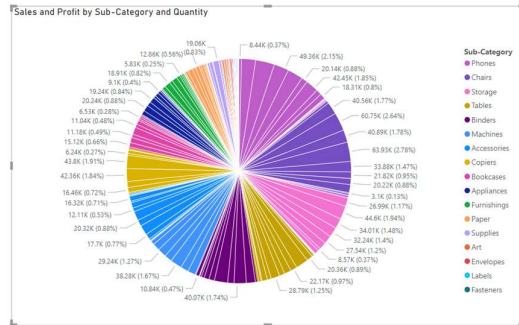
Waterfall Chart



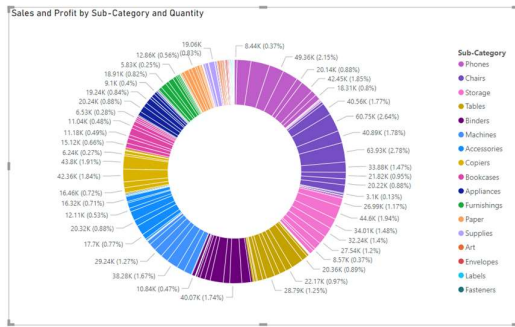
Funnel Chart



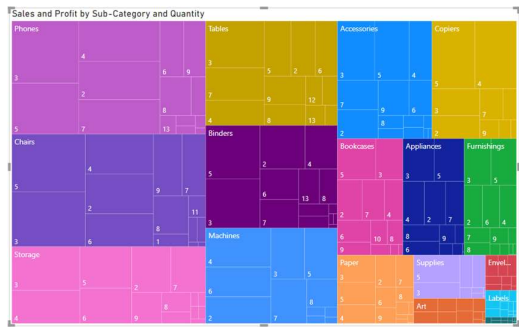
Scatter Plot



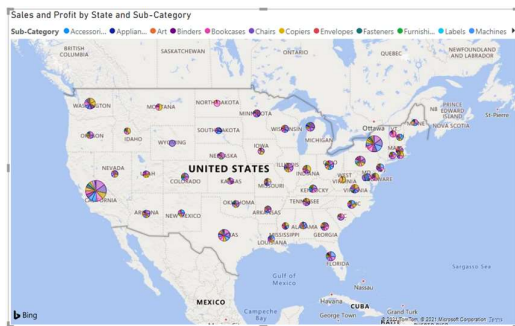
Pie Chart



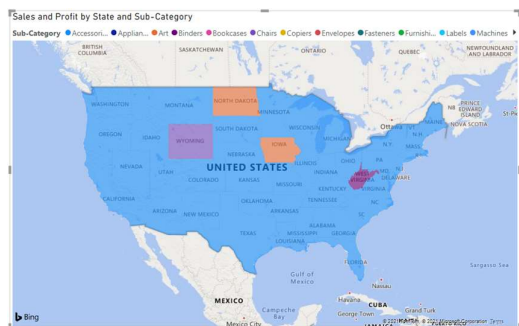
Donut Chart



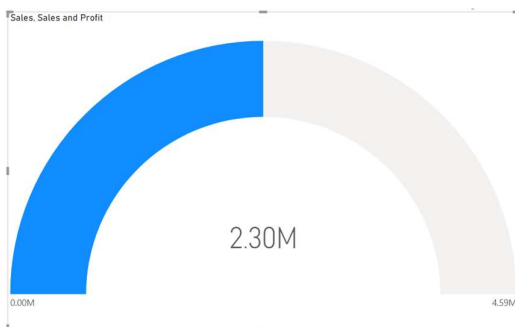
Tree Map



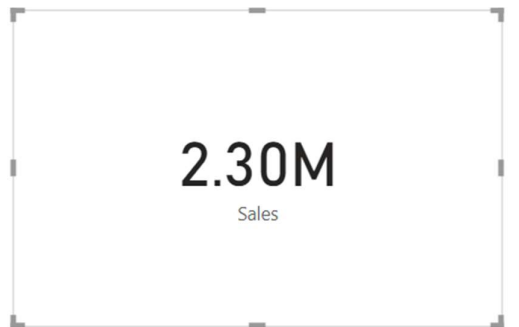
Map



Filled Map



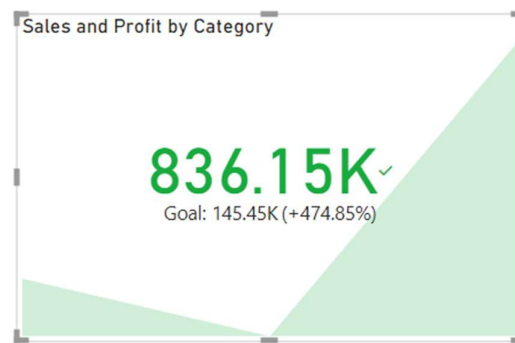
Gauge Chart



Card

Technology	
8,36,154.03	1,45,454.95
Sales	Profit
Furniture	
7,41,999.80	18,451.27
Sales	Profit
Office Supplies	
7,19,047.03	1,22,490.80
Sales	Profit

Multi Row Card



KPI

Category, Sub-Category	
✓ <input type="checkbox"/> Furniture	
^ <input type="checkbox"/> Office Supplies	
<input type="checkbox"/> Appliances	
<input type="checkbox"/> Art	
<input type="checkbox"/> Binders	
<input type="checkbox"/> Envelopes	
<input type="checkbox"/> Fasteners	
<input type="checkbox"/> Labels	
<input type="checkbox"/> Paper	
<input type="checkbox"/> Storage	
<input type="checkbox"/> Supplies	
✓ <input type="checkbox"/> Technology	

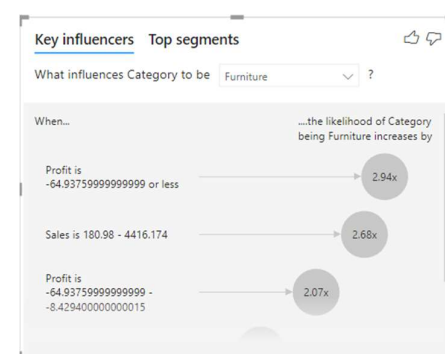
Slicer

Category	Sub-Category
Furniture	Bookcases
Furniture	Chairs
Furniture	Furnishings
Furniture	Tables
Office Supplies	Appliances
Office Supplies	Art
Office Supplies	Binders
Office Supplies	Envelopes
Office Supplies	Fasteners
Office Supplies	Labels
Office Supplies	Paper
Office Supplies	Storage

Table

Region	Central	East	South
Category	Sales	Profit	Sales
Furniture	1,63,797.16	-2,871.05	2,08,291.20
Bookcases	24,157.18	-1,997.90	43,819.33
Chairs	85,230.65	6,592.72	96,260.68
Furnishings	15,254.37	-3,906.22	29,071.38
Tables	39,154.97	-3,559.65	39,139.81
Office Supplies	1,67,026.41	8,879.98	2,05,516.06
Appliances	23,582.03	-2,638.62	34,188.47
Art	5,765.34	1,195.16	7,485.76
Binders	56,923.28	-1,043.64	53,498.00
Envelopes	4,636.87	1,777.53	4,375.87
Fasteners	778.03	236.62	819.72
Labels	2,451.47	1,073.08	2,602.93
Total	5,01,239.89	39,706.36	6,78,781.24

Matrix



Key Influencers

Tables and Matrix

To create a table just click on the table Icon from the Visualizations tab and drag the variables wanted to be shown in the table to the Values slot. You can format the table by clicking on the format icon in the Visualizations tab.

One can even do conditional formatting such as applying background color, font color, etc. to separate variables through the conditional formatting option from the format option under visualization tab. One can also change the type of aggregation just by clicking on the downward arrow given next to the variable name in the value section.

To create a matrix just click on the matrix icon from the visualizations tab and drag the variables wanted to be shown in the respective fields present. One can do conditional

formatting in the same way as we did for tables. Matrix has a special topic known as hierarchies. Same as the tableau thingy wherein we grouped the stuff together in geographic location. Country > State > City > Postal code.

In matrix as well as table, we can format the measures or the numbers such as sales, profits, etc. To format numbers, we just need to click on column tools in the menu bar and do the needful. One can change the data type, format, font, summarizations, etc. We can even change the way a measure looks by using field formatting which is found under format option of the visualization tab.

Other Charts in Power BI

There are more chart types available for use in Power BI such as Line charts, Drill down line charts, area charts, line vs column charts, scatter plots, waterfall chart, treemap, gauge chart, etc.

Scatter plot is the only plot which has animations in it. One can bring a variable to the play axis and thus be able to animate the graph.

Cards and Filters

Cards can be used to show numbers, text or date, etc. It is very useful in showing and highlighting a certain information clearly. To create a card, one can just click on the card option under the visualizations tab. You also have the option of creating a multi-row card wherein you can have a single visual which consists of multiple card visuals.

One can manipulate what shows on the card using the filters. The top N method is one of the many filters seen in tableau which can be easily applied in Power BI. We have a total of 3 types of filters on Power BI, namely, Filter on visuals, Filter on this page and Filter on all pages. And as the name suggests, Filter on visuals applies filters only on the selected visual, Filter on this page applies filters to all the visuals on the current page and Filter on all pages applies filters on all the visuals across all the pages.

Drill Through

This is something which is unique to Power BI. With drill through in Power BI reports, you can create a page in your report that focuses on a specific entity such as a supplier, customer, or manufacturer. When your report readers use drill through, they right-click a data point in other report pages, and drill through to the focused page to get details that are filtered to that context.

Slicers

Slicers are nothing but interactive filters which can be used to filter the visuals. Slicers work as the hovering filters of tableau but in Power BI. In Slicers, we can add multiple variables and create a hierarchy as filters making it much more dynamic and easy to use than Tableau. One can create a slicer just by clicking on it from the data visualization menu.

Advanced Charts

There are charts which are not present in the visualizations chart options. We can instead import chart options only when you are signed in to the Power BI account, clicking on the 3 dots and then importing charts. In case of importing third party graphs the speed and performance of the report might decrease.

Objects

In Power BI we can insert objects such as images, shapes, Buttons, text boxes, etc. through the Insert option from the menu bar. We can download images from the net or click images and store it in a folder and then use the insert image option to find and insert the image in the page. We can also enable actions for the image by clicking on the image when on the Page and then formatting it.

Bookmark Action

In the view option of the menu bar we have the option of bookmarks. Bookmark is nothing but the snapshot of the page and we can use them for some animation.

Functions of Power Query

Power Query has a lot of functions such as text merge, text split and trim, convert to upper case, lower case, etc. We can even add a prefix or suffix, etc. We have text functions and date functions along with number functions.

Appending files and tables to Power BI

To append multiple CSV files from a folder, copy the address of the folder and open Power BI, click on add Data and select more, Folder, paste the copied folder address. Next we can either load and transform the data (open the Power Query) or load the data (Open in Power BI).

To append multiple sheets from a workbook, click on Add Data and select the Excel workbook. Once the window opens, select all the sheets required and then click on load to load it directly into Power BI or click on transform to load it into Power Query. Once you open it in Power Query, click on the drop down options for Append queries in the combine section, and select append queries as new, and select the tables you want to append.

To append excel sheets or tables with different columns, we first go to Add data and select the workbook and load the data. Once we are done with that, we click on all the tables we require and load them into the application.

To append multiple, excel sheets, or different data sources, just click on add data, and one by one add the file using the file type specification. Then transform the data and follow the initial approach, this will give you the appended files.

Merging Files in Power BI

To merge files in Power BI, import the data and click on merge files from the combine option. Then select the necessary stuff and follow your intuition.

To merge files from multiple data sources in Power BI, import the data one by one. Once done, click on transform data and merge queries as new by selecting the excel workbooks. Select the common column and merge.

To merge files on the basis of multiple criteria, just ctrl + click on the columns which you want to have as the basis and merge.

Conditional Columns in Power BI

You can basically split the columns based on the delimiters, convert the text into uppercase or lowercase, merge multiple columns, have fun with date data types. Conditional columns work as the If else condition in Power Query. To input conditional columns, click on Add column on the ribbon and click on Conditional Columns.

Data Types in Power Query (Power BI)

- Text data type
- Number data type
- Date data type
- Mixed data type

Replacing Errors and Values

Right click on the column with errors and click remove errors to remove the error containing rows itself. We can also replace errors by clicking on the transform tab of the ribbon and clicking on the replace errors button.

To remove rows from the data, click on Keep/Remove rows in the Reduce rows option of the transform tab.

Miscellaneous Important Functions in Power BI

- Fill up and Fill down.
 - Found in Transform tab under the fill option.
 - Fills the cell up or down depending on the choice.
- Group
 - Found in Transform tab as Group by option.
 - Prerequisite is that all rows should be filled.
 - Groups the selected stuff under one name with added functions.
- Transpose
 - Found in the Transform tab.

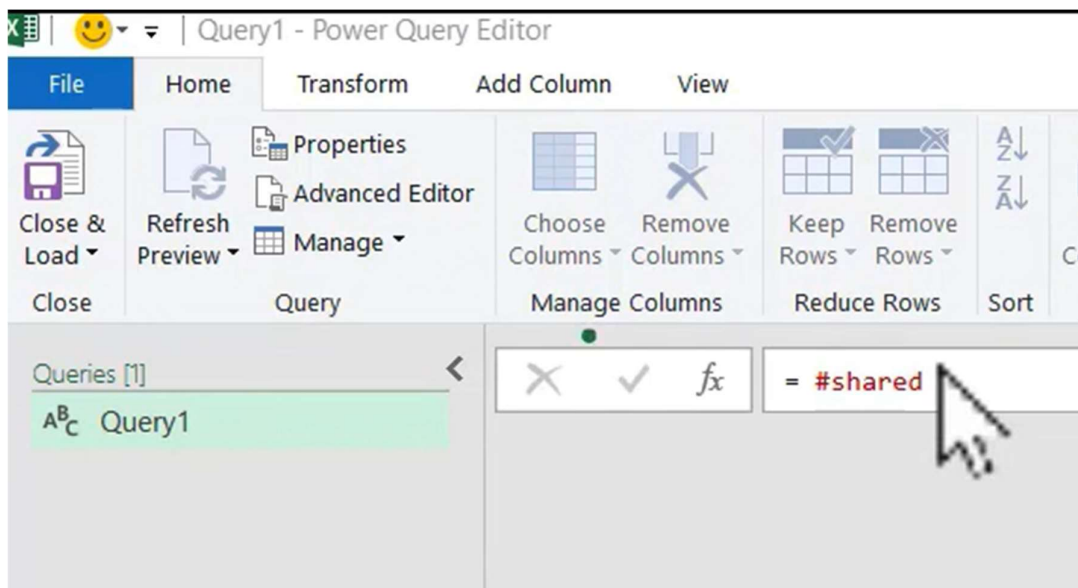
- Switches rows and columns.
- Un-Pivot columns
 - To use this function right click on the selected column and click on Un-Pivot.
 - Un-pivots the table based on either selection of the given options.

M Language

M Language in Power Query stands for (unofficially) Mashup Language. There are more than 900 functions in Power Query. The formula bar in Power Query will display the M language. Every step in M language is terminated with a “,” (comma). Another thing to note is that in M language, every word begins with a capital letter despite being separated or together. For example: Hello World, HelloWorld, etc. The last sentence of the code in M language should not end with a “,”.

Anytime you want to use a M function, just type in the data type such as Number, Date or Text and scroll through the list for the desired function. To get all 900+ functions at your fingertips, follow the below rules:

1. Type “=#shared” in formula bar of the Power Query



2. Convert into table and then filter out the function you want to see.

Question and Answers

1. Power BI is a Business Analytics and Business Intelligence tool used to extract data to visualize interpretations in reports and dashboards. True or False?
 - a. True
2. Identify which of the following component of Power BI is used for Data manipulation and transformation

- a. Power Query
- 3. In order to get regular updates in Power BI Desktop, where do you find the option “Get regular Update” to enable?
 - a. Preview Features
- 4. What is the extension of a Power BI file?
 - a. .pbix
- 5. In which of the following window of Power BI, we can create customize visuals, charts, diagrams and visualizations?
 - a. Report view
- 6. With respect to the stacked column chart identify the correct properties.
 - a. In order to show parts of multiple totals. For a part to whole comparison. More than one category comparison.
- 7. Pie chart is a:
 - a. Circular statistical chart.
- 8. Which of the following charts display values as progressively decreasing proportions amounting to 100 percent in total?
 - a. Funnel Chart
- 9. Definition of a Ribbon chart is:
 - a. Ranking distribution of category data on a particular time frame.
- 10. Which of the following is not a field of a filled map?
 - a. Size.
- 11. State true or false: In order to compare more than 2 categorical data distributions, map with pie is an appropriate visual to use.
 - a. False
- 12. Which of the following fields should be filled with attributes to create a Map with Pie in Power BI desktop?
 - a. Location, Legend, Size.
- 13. How many available themes are there in Map chart & which of the following is the default theme?
 - a. 5 Themes and road by default.
- 14. What feature one can discover from the “Show all” field section of the map chart?
 - a. One will be able to expand the location category from the “Show all” feature to customize each expanded category with a different color.
- 15. In order to avoid ambiguity in location recognition, use appropriate _
 - a. Data category
- 16. “Show data point as a table” is a feature used to:

- a. Filter out the data based on the selection in a table view.
17. What options or a list of options we should enable to get the regular update in Power BI?
- a. Preview Features
18. In a stacked column chart data series are stacked horizontally on top of each other.
- a. False
19. Ribbon chart is identical to a ___ visual
- a. Sanky Chart
20. Identify the status of the given statement: Do the end-user of a Power BI File can analyze the data of the visual by extracting in table form of the selection of visual?
- a. Yes, if he has the access by the administrator
21. From Power BI visuals data can be exported in CSV format
- a. True
22. The effect of using the feature of exclude and include is displayed in ___
- a. Filter Pane
23. The number of Power BI Default map charts are available in the visualizations panel are:
- a. 3
24. BI in the field of visualization stands for ___
- a. Business Intelligence
25. What is the use of the “EDIT” option?
- a. Load Power Query Editor
26. What are the fields that should be filled with some data to create a map with Pie in Power BI desktop?
- a. Location, Legend, Size
27. In Power BI desktop, we do not have any option to add zoom in or zoom out scroll button on the visual in order to expand and collapse the details of the Map chart.
- a. False
28. How would you change the size of the bubbles in the map chart based on one measure?
- a. In Power BI desktop, draw a simple map, go into the fields pane, select one measure, drag the measure into size.
29. In a map chart what is the default theme?
- a. Road theme
30. Aggregate functions in Power BI are the functions that take a ___ as input and return a single value as output.

- a. Collection of values
31. Which of the following proclamations is true?
- a. While creating a table in Power BI, we only have one field to drag the data into.
32. Hierarchies of Matrix of Power BI states that
- a. It's an ordered set of values that are linked to the level above and one can see levels data by drill down and Power BI data hierarchy lets you organize the data in a way where one element is ranked over the other.
33. Which of the following option is used for customization of conditional formatting based on one's rules?
- a. Advance control
34. In order to remove a column from a given matrix, which of the following option is correct:
- a. Disable column subtotal in format section of Visualization pane.
35. In order to eliminate duplicates, we use the ___ keyword as the aggregate function in Power BI.
- a. Count Distinct
36. Which of the following graph or visual can be used for simple summarization of data in Power BI?
- a. Bar Chart
37. With respect to Line Chart, identify which of the following is not a line type in Power BI.
- a. Curve
38. Drill up and Drill down option in Power BI is used to:
- a. See the reports to multiple levels and explore in-depth details about the data
39. A ___ uses dots to represent values for two different numeric variables.
- a. Scatter plot
40. Card in Power BI are also known as:
- a. Indicators
41. In order to filter out the data, based on the last 30-day period, one can use ___
- a. Relative filtering
42. To filter out the numeric data by highest or lowest, we use the ___ filter type in card visual:
- a. Top N
43. If we want to apply a filter to a specific diagram, which filter option is appropriate to use.
- a. Filter on visual

44. What is Drill through option in Power BI
- A Power BI drill through filter is used to identify the columns that are to be used to drill through from one report page to another. In a Power BI Drill through, Once the columns are selected, using the drill through command, the second report page only shows the selected (filtered) data.
45. Power BI Slicers are used for:
- To display important or commonly used filters on the report canvas for easier access, filter columns to eliminate the hidden or unnecessary data in the tables and to show the currently applied filtered data without opening any filters or drop down list.
46. Multiple selections in Power BI slicers can be done by:
- Ctrl + Multi select
47. Where do u find the option to increase the font size of the slicers text or number?
- Numeric Input
48. How many orientations are there in slicers of Power BI?
- 2, Vertical and Horizontal
49. In Power BI Desktop Title and Slicer header of slicers formatting's are the same.
- False
50. Table is a two dimensional value wherein data can be represented in tabular form and if you want to add more than one dimension, you can only add them as "Value" which will appear as new columns.
- False
51. Which of the following is not an available "Table style" in Power BI?
- Flashy Columns
52. Which option of formatting section in the table is used to increase the text size of values?
- Values
53. Which chart demonstrates a running aggregate as qualities are included or subtracted?
- Waterfall Chart
54. Which of the following is also known as report level filter?
- Filter on all pages
55. To display level of details in a tabular form of stepped layout in Power BI, we use ____
- Hierarchy in matrix
56. In order to drill the reports to multiple level in your Power BI visual we use ____
- Drill down
57. In a tree map, the bigger the size and higher the position indicate higher the value of that category

- a. True
58. Identify the use of multi-row card in Power BI
- a. If you want to show multiple indicators in one visual card
59. A scatter plots states:
- a. Scores on one variable plotted against scores on second variable
60. Which of the following is not a field type in “Line and Clustered Column Chart”?
- a. Line axis
61. Which of the following is not a property of gauge chart in Power BI?
- a. To review the real changes adding to the aggregate esteem
62. We drag the data into “drill through” field on the page from where we need to extract the information or data via drill through.
- a. False
63. How many fields are there in Multi-row card in Power BI?
- a. One
64. Do we have the option to lock the “filter” once it gets created?
- a. Yes
65. Where do you find the slider orientation in Power BI slicer formatting?
- a. General
66. Slicer items are sorted in an ascending order by default
- a. True
67. Power BI slicer does not support
- a. Drill Down
68. In order to import customize visuals outside the Power BI Visualization pane or from the external sources, one needs to have a ____
- a. Corporate Email Address
69. ____ are a type of flow diagram in which the width of the arrows is proportional to the flow rate
- a. Sankey diagrams
70. Word cloud is used to represent textual data in a Visual form. State true or false.
- a. True
71. What is play axis in Power BI?
- a. A play axis works as a dynamic slicer as it animates other Power BI visuals without any user interactions and is perfect to show reports without having to click every time values of the filter needs to be changed thus being ideally used on wall displays

72. Identify the correct definition of Scroller in Power BI
- The Scroller visual makes it possible to create an animating scrolling text from your measures and dimensions.
73. Which of the following is not a type of shape in Power BI?
- Cylinder
74. Where do you find the insert text option in Power BI?
- Insert > Elements
75. In order to perform the action enabled “Shapes” in Power BI use;
- Ctrl + Click on the shape
76. The page navigation button action means that when someone clicked on that button, one will navigate to the __ page.
- Destination page
77. Where do you find the “Bookmark” in Power BI?
- View tab > Show Pane
78. Which of the following is a mandatory requirement, in order to import any additional visual from outside the Power BI visualization pane?
- Power BI Account
79. __ captures the currently configured view of a report page, including filters, slicers, and the state of visuals. When you select a __, Power BI takes you back to that view.
- Bookmarks
80. Where do you find the “Insert Text” option in Power BI?
- Insert > Elements
81. Blue right tick mark third party visuals App Source are states:
- Those visuals are certified by Microsoft and are compatible with all the features of Power BI.
82. How can we properly align the shapes or any visuals into Power BI report?
- Select the image and drag as needed or select the image, go to format tab, select align type.
83. Choose the correct statement
- Sunburst chart is an extensive version of donut chart in Power BI.
84. The page navigation button action means that when someone clicked on that button, one will navigate to the __ page.
- Destination Page
85. __ Chart is appropriate to represent textual data in a visual form.
- Word cloud
86. In Power BI Desktop, in order to operate the Action Enabled Shapes we use?

- a. Ctrl + Click on the shape
87. ___ is the area of a bar that indicated the frequency of occurrences for each bin.
- a. Histogram
88. Which of the following is not a field of Histogram in Power BI?
- a. Bins
89. ___ are used to visualize data flow and volume between nodes.
- a. Sankey chart
90. In order to add some external link or source of any website in Power BI visuals, we use ___ action.
- a. Web URL
91. Which of the following statement is true?
- a. A graph must contain atleast one vertex
92. Which of the following is not a shape type in Power BI visuals?
- a. Cylinder
93. Which of the following sections provide you the feature of “Auto Start” in your play axis visual option in Power BI?
- a. Format > Animation Setting
94. Collection of charts, visuals, slicers, Filters, and pages is known as Power BI ___.
- a. Report
95. In order to publish the report into the Power BI service, where do you find the option “Publish” on the Power BI desktop?
- a. Home > Publish
96. ___ to report pages and dashboards that matter most to you, and Power BI will email a snapshot to your inbox. You tell Power BI how often you want to receive the emails: daily, weekly, or when the data refresh.
- a. Subscribe
97. The “Publish to web” option is only enabled when you have ___
- a. Admin access to Publish the report to web
98. When we pin any diagram or any visual to the dashboard in the Power BI service, which of the following options does not appear?
- a. Source file theme
99. What is the full form of RLS?
- a. Row Level Security
100. ___ capture the currently configured view of report page, including filters, slicers, and the state of visuals. When you select a ___, Power BI takes you back to that view.

- a. Bookmarks
101. Which of the following options is used to overcome the problem of interaction with visuals in the Power BI dashboard?
- a. Pin to dashboard
102. The __ acts as a bridge to provide quick and secure data transfer between on-premises data (data that isn't in the cloud) and several Microsoft services.
- a. On-Premises data Gateway
103. You don't have to access to use filter or slicer feature in __ of Power BI service.
- a. Dashboards
104. Which of the following is a mandatory requirement, in order to import any additional visual from outside the Power BI visualization panel.
- a. Power BI account
105. To attach any specific information in your visuals and want to share that with only a few individuals, we use the __ feature of Power BI Service.
- a. Comment
106. When you share a dashboard or report in the Power BI service, the people you share it with can view it and interact with it but can't edit it.
- a. True
107. Once you establish a connection between your data source and the Power BI report and if you made any changes or alteration in your data which of the following option is used to reflect them on your report to Power BI service.
- a. Refresh Dataset [Power BI Service] first and then the dashboard.
108. In order to clear the unwanted spaces from the columns, which of the following function is appropriate to use in Power Query?
- a. Trim
109. To refresh the data or table in Power BI or Power BI – Power Query editor, where do we find the option of “refresh”?
- a. Home tab > Queries > Refresh
110. ETL stands for:
- a. Extract, Transform, Load
111. What operation you have to make to undo the task in Power Query Window?
- a. Delete the step from Applied Steps
112. The difference between two date columns can be possible by using the __ function.
- a. Subtract days
113. How to extract the initial 3 characters of a word from any columns in Power Query?

- a. Extract first character
114. In Power BI – Power Query Editor, Day of the Week gives you the?
- a. Day number of that particular week
115. In order to extract date from date and time data type, which functions do we use?
- a. Date only
116. To round up the default age numbers into years, which of the following date function element is used?
- a. Duration
117. Which of the following is not a standard number function in the Power BI – Power Query Editor?
- a. Average
118. Language in Power Query running behind the calculation of number or date or time functions?
- a. M Language
119. ___ is a math operation that finds the remainder when one integer is divided by another integer.
- a. Modulo
120. Which of the following option is not an output of the “Sign” function of information?
- a. Null
121. Where do you find the function to get the output as Even or Odd identification?
- a. Information
122. ___ is the data connectivity and data preparation technology that enables end-users to seamlessly import and reshape data from within a wide range of Microsoft products, including Excel, Power BI, Analysis Services, Data verse, and many more.
- a. Power Query
123. ___ enter a number from which to find the remainder to each value in the column
- a. Modulo
124. Where do you find the Power Query Editors functions in Microsoft Excel?
- a. Data tab > get & transform data
125. Which of the following is not a date and time function in Power BI – Power Query?
- a. Name of the year
126. Identify which of the following function is used to combine two or more columns in Power BI – Power Query?
- a. Merge columns

127. If item “A” sales, among the product line of 5, is 12000 which is 60% of total sales. Which of the following would be the appropriate function to get total sales?
- Percent off
128. In Power BI- Power Query, which of the following is not a function of splitting columns?
- By counts
129. Which of the following is not a time function in Power BI – Power Query?
- Time-zone
130. Add suffix in Power Query editor states that?
- Add something to the end of text
131. We can’t extract date and time from a date wherein we have both details in one column in Power Query Editor. State true or false.
- False
132. You can get the output of Even or Odd function as?
- True or False
133. What do you know about the Power Query editor?
- It is used to change the data types of columns, Fix errors in any column group and also allow to rename, customize the columns, conditional columns, add measures, columns, etc.
134. ___ this operation would add rows to an existing table.
- Append Queries
135. In order to append or combining files or sheets in a single query, Power Query ends the argument by using the M function ___
- Table.Combine function
136. Which of the following function is used to read the entire workbook data to accurately assign types to the columns in Power Query Editor.
- Excel.Workbook()
137. ___ means query results are available for report builder but it is not shown in the report view of Power BI.
- Enable Load
138. Which of the following option is used to hide the query in the report view of Power BI?
- Enable Load

139. Define merge queries.
- Merge is another type of combining queries that are based on matching rows, rather than columns where we try to find values from a different table based on the common column between the 2 or more tables.
140. ___ means query is automatically refreshed when you press “Refresh” button on the ribbon.
- Include in Report Refresh
141. One can bring data directly in Power Query only from multiple databases or data sources.
- False
142. In ___ we will try to find values from a different table based on common column between 2 tables while a new output table will be created.
- Merge queries as new
143. Through ___, you can create the new column examples from a selection, or provide input based on all the existing columns in the table.
- Column from example
144. Execution of column from example through short cut key is done by using:
- Ctrl + Enter
145. In order to alter your function or expression of “Column from Example” you need to:
- Click on the settings icon of applied step > Alter your M-function > Ok
146. Which of the following is not an element of the conditional Column function in Power Query?
- Condition
147. In order to display conditional Column, output by fetching column from a table we use:
- Select a column in value head
148. Append requires columns to be exactly similar to work in the best condition. If columns in source queries are different, append still works, but will create one column in the output per new column, if one of the sources doesn’t have that column the cell value of that column for those rows will be null.
- True
149. ___ this operation will create a new output table from 2 or more appended tables.
- Append queries as new
150. Which of the following is the correct option with respect to “Column from example” in Power BI – Power Query Editor?
- You can add new columns to your data model simple by providing one or more example values for the new columns, create new column examples from selection, or provide input based on all existing columns in the table or even by adding column from examples lets you quickly and easily create new columns.

151. In order to understand the expression and arguments running behind each step functions of Power Query editor, we should turn on the ____
a. View > Formula Bar
152. What's the use of combine binaries?
a. The combine Binaries icon on the header of the content column to combine all CSV files into one whilst doing so, Power Query will also import the CSV into the table and do automatic data type conversion.
153. Append queries will provide you the option to append ____
a. Two tables or three or more tables
154. Merging Queries require ____ criteria. ____ criteria are field(s) in each source query that should be matched with each other to build the resulting query.
a. Joining
155. In order to append or combining files or sheets in a single query, which of the following M-functions is used?
a. Table.Combine function
156. In order to find out the pattern of your custom column through "Column from Example" you have to follow the pattern sequence. You can't break the sequence of the example pattern.
a. False
157. There are ____ types of joins supported in Power BI, depends on the effect on the result set based on matching rows, each type of these types works differently.
a. 6
158. Where do you find the Conditional Column function in Power Query Editor?
a. Add Column tab
159. In order to add more than one conditional, like nested if or ifs in Power Query editor by using conditional column, you do it by using:
a. Conditional column > Add clause
160. The check box "Use original column name as prefix" while appending multiple files when you wanted to expand the table data in query, provides you the:
a. Custom prefix heading with column name
161. The process of fill up and fill down continues on a row-by-row basis until there are no more values in that column.
a. True
162. The ____ operation in Power Query rotates your table by 90 degrees, turning your rows into columns and columns into rows.
a. Transpose Table

163. If you want to display only error value transaction of the table, you can select the option of ____.
- Keep errors
164. In Power Query, using ____, you can transform columns into attribute-value pairs, where columns become rows.
- Un-Pivot columns
165. ____ in Power Query are used to classify values to have a more structured dataset.
- Data types
166. The M stands for data ____, as power query is all about connecting to various different data sources and “____” them up
- Mash-up, Mashing
167. ____ M function indicated whether the given date-time value date-time occurs during the current month, as determined by the current date and time on the system.
- Date.IsIn.CurrentMonth
168. Where can we code using M language in Power Query?
- Advanced editor and Formula bar
169. In order to add a few days to a field, which option would be better to use?
- Date.AddDays
170. Which of the following function is used to detect whether the text contains a text sub-string? Returns true if the text is found.
- Text.Contains
171. The values will be ____ to replace the null values with the value above
- Fill down
172. M Code is a case sensitive language
- True
173. Identify the correct statements:
- Group by will work on multiple aggregations with group, In group-by you can add more than 1 group and aggregate together, Group by can be applied on multiple groups.
174. What are the options available in order to handle errors at cell level in Power Query?
- Remove, Replace and Keep errors
175. Where to enable the formula bar in Power Query editor window?
- View > Layout > Formula Bar
176. Which M function is used to get all 900+ functions in your Power Query editor?
- =#shared