1. DAX refers to Data Analysis Expression which is a language developed by Microsoft, that helps in working with data.

* Dataset refers to the collection of data that has been imported, connected and is analysed. This forms the basis for reports and dashboards.
* Reports refers to the interactive visual representations of data. Reports allows detailed exploration and analysis.
* Dashboards are dynamic, interactive representation of data. These are best availed for high-level overview.

1. **Method 1**

* In “Home”, click “Get Data” and select data source.
* Select a visualization.
* Drag and drop “Fields” from Data pane to the corresponding areas in visualization pane.
* The above two steps can be repeated as required.

**Method 2**

* Log in to Power BI service, select “Create” and select “Dashboard”.
* Pin visuals from existing reports to the dashboard by clicking on the "Pin Visual" option within a report.
* Click on “Edit” and make the required edits.
* On the new report page, use the "Fields" pane to add more data fields.
* The visualisations can be customized using the Visualisations pane.

1. To connect to data in Power BI, a data source is selected from “Get Data” and connection is established.

**Connecting to Google Analytics**

* Click “Get Data” from “Home” Tab.
* Choose “Google Analytics”
* Login and allow access to data
* Select the account and view.
* Data transformation can then be done as required.
* Then reports and visualisation can be created as per the requirements.
* Click on “Get Data” from “Home” Tab.
* Select the file type.
* Navigate to the location of data in the dialog box.
* Click on “Import”
* The required data transformation can then be done.

1. In reading view, the published Power BI report can be viewed without making any edits.

Editing view is the space where the Power BI report can be modified and designed.