

- Import Datasets

- Get Data:
 - In the Home tab, click on the "Get Data" option.
- Select Text/CSV:
 - Choose "Text/CSV" from the list of data source options.
- Locate and Open CSV File:
 - Browse to the location where your CSV file is stored.
 - Select the CSV file and click on the "Open" button.
- Review Data:
 - Power BI will load a preview of the data from the CSV file. Review the data to ensure it looks correct.
- Transform Data (Optional):
 - If needed, you can perform data transformation steps in the Power Query Editor to clean or shape the data. Click on the "Transform Data" button to access the Power Query Editor.
- Load Data:
 - Once you are satisfied with the preview and any transformations, click on the "Close & Apply" button in the Power Query Editor to load the data into Power BI.
- Explore Data:
 - The data will now be available in the Power BI data model. You can start building visualizations and reports based on this imported data.

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<ul style="list-style-type: none"> ● Adding Title for the dashboard 	<ul style="list-style-type: none"> ● Select the Dashboard: <ul style="list-style-type: none"> ○ Open the dashboard where you want to add the title. ● Add Textbox: <ul style="list-style-type: none"> ○ In the Power BI toolbar, find and select the Insert menu, "Text box" element. ● Place Textbox: <ul style="list-style-type: none"> ○ Click on the location in the dashboard where you want to place the title, and a textbox will appear. ● Enter Title: <ul style="list-style-type: none"> ○ Click inside the textbox to enter your desired title text. ● Format Title: <ul style="list-style-type: none"> ○ Use the formatting options available under the Text Box, ○ customise the appearance of the title, such as font size, colour, and alignment. ● Adjust Size and Position: <ul style="list-style-type: none"> ○ Resize and reposition the textbox as needed to ensure the title fits well on your dashboard. ● Confirm Changes: <ul style="list-style-type: none"> ○ Once you are satisfied with the title's appearance, click outside the textbox or press Enter to confirm the changes.
<ul style="list-style-type: none"> ● Adding an image to the dashboard 	<ul style="list-style-type: none"> ● Insert Image: <ul style="list-style-type: none"> ○ In Power BI Desktop, go to the "Home" tab in the ribbon. ● Choose Image: <ul style="list-style-type: none"> ○ Select "Image" from the "Home" tab. ● Select Image File: <ul style="list-style-type: none"> ○ Choose the image file you want to add to your report. ● Adjust Image Size and Position: <ul style="list-style-type: none"> ○ After inserting the image, you can click and drag to adjust its size and position on the report canvas. ○ Confirm Changes: <ul style="list-style-type: none"> ■ Once you are satisfied with the

	<ul style="list-style-type: none"> ○ image placement and appearance, save your Power BI report.
<ul style="list-style-type: none"> ● Create card chart 	<ol style="list-style-type: none"> 1. Insert Card Visualization: <ul style="list-style-type: none"> ○ Go to the "Visualisations" pane. ○ Select the "Card" visualisation. 2. Assign Field: <ul style="list-style-type: none"> ○ Drag the total amount of carbon monoxide field to the "Fields" area of the card visualisation. 3. Customise Card: <ul style="list-style-type: none"> ○ Customise your card chart by adjusting labels, colours, and other formatting options in the "Format" pane. 4. Resize and Position: <ul style="list-style-type: none"> ○ Resize and reposition the card on the report canvas to fit your layout.
<ul style="list-style-type: none"> ● Create bar chart 	<ul style="list-style-type: none"> ● Insert Bar Chart Visualization: <ul style="list-style-type: none"> ○ Go to the "Visualisations" pane. ○ Select the "Bar Chart" visualisation. ● Select Data Fields: <ul style="list-style-type: none"> ○ From your dataset, choose the fields representing location name to Y-axis and total quantity of carbon monoxide to the X-axis. ● Customise Chart: <ul style="list-style-type: none"> ○ Customise your bar chart by adjusting labels, colors, and other formatting options in the "Format" pane. ● Arrange and Resize: <ul style="list-style-type: none"> ○ Resize and rearrange the chart on the report canvas to fit your layout.
<ul style="list-style-type: none"> ● Add Line Chart 	<ul style="list-style-type: none"> ○ Insert Line Chart Visualization:

	<ul style="list-style-type: none"> ■ Go to the "Visualizations" pane. ■ Select the "Line Chart" visualization. ○ Assign Fields: <ul style="list-style-type: none"> ■ Drag the "Date hierarchy" field to the "X-Axis" or "Category" area of the chart. ■ Drag the total quantity of carbon monoxide field to the "Values" or "Y-axis" area of the chart. ○ Customize Chart: <ul style="list-style-type: none"> ■ Customize your line chart by adjusting labels, colors, and other formatting options in the "Format" pane. ○ Format Date Axis: <ul style="list-style-type: none"> ■ Format the date axis to display months. In the "Format" pane, find the "Axis" section, and set the format to display months. ○ Resize and Position: <ul style="list-style-type: none"> ■ Resize and reposition the line chart on the report canvas to fit your layout. ○
<ul style="list-style-type: none"> ● Add Scatter Plot 	<ul style="list-style-type: none"> ○ Insert Scatter Plot Visualization: <ul style="list-style-type: none"> ■ Go to the "Visualizations" pane. ■ Select the "Scatter Plot" visualization. ○ Assign Fields: <ul style="list-style-type: none"> ■ Drag the wind speed (kph) field to the "Y-axis" area of the chart. ■ Drag the quantity of carbon monoxide field to the "X-axis" area of the chart.

	<ul style="list-style-type: none"> ○ Customize Chart: <ul style="list-style-type: none"> ■ Customize your scatter plot by adjusting labels, colors, and other formatting options in ○ Resize and Position: <ul style="list-style-type: none"> ■ Resize and reposition the scatter plot on the report canvas to fit your layout. ○
<ul style="list-style-type: none"> ■ Chart customization for all charts 	<ol style="list-style-type: none"> 2. Switch Off Grid Lines for Every Chart: <ol style="list-style-type: none"> a. For each chart, select the chart area. b. In the "Format" pane, Under "Visual" navigate to the "Grid" section. c. Toggle off the grid lines. 3. Set Title Font: <ol style="list-style-type: none"> a. For each chart, select the title text. b. In the "Format" pane, go to the "Title" section. c. Set the font size to 16. 4. Set Title Font Color and Alignment: <ol style="list-style-type: none"> a. While still in the "Title" section of the "Format" pane: <ul style="list-style-type: none"> ■ Set the font color to white. ■ Align the title text as center. ■ Background color as Purple 5. Adjust Background and Wallpaper: <ol style="list-style-type: none"> a. In the "Format" pane, navigate to the "Canvas Background" section. b. Set the background as an image. (I uploaded the image on the GitHub) 6. For All charts, Set Chart Visual Border: <ol style="list-style-type: none"> a. For each chart, select the chart area. b. In the "Format" pane, go to the "Visual Border" section. c. Set the border color to white. 7. Chart Background transparency,

	<p>Select Background Menu, Set colour as Black and transparency as 72%.</p> <p>By following these steps for each chart in your Power BI report, you can achieve the specified customizations, including turning off grid lines, setting title font size and color, adjusting background color, and setting the visual border color.</p>
<ul style="list-style-type: none"> ● Import Play Axis Visualization 	<ul style="list-style-type: none"> ○ Access Microsoft AppSource by selecting ellipses in the visualizations pane and choosing "get more visuals." ○ Search for "play axis" and import the certified play axis dynamic slicer visualization.
<ul style="list-style-type: none"> ● Configure Play Axis Button 	<ul style="list-style-type: none"> ○ Access Play Axis Button: <ul style="list-style-type: none"> ■ Ensure you have imported the Play Axis visualization from Microsoft AppSource. ○ Select Play Axis Visualization: <ul style="list-style-type: none"> ■ In the visualization pane, choose the new Play Axis visualization. ○ Add Field: <ul style="list-style-type: none"> ■ Add the "Month" field from the date table to the Play Axis visualization. This will set the chronological order for filtering. ○ Format the Visual: <ul style="list-style-type: none"> ■ In the "Format" pane (on the right side), navigate to the "Visualizations" section. ○ Animation Settings: <ul style="list-style-type: none"> ■ Under "Animation Settings," configure the following: <ol style="list-style-type: none"> 1. Set the animation to auto start or run on a loop

	<p>for a specified time frame.</p> <ol style="list-style-type: none"> Adjust the time setting for filter transition speed (e.g., 1000 milliseconds for a smooth transition). <ul style="list-style-type: none"> Color Settings: <ul style="list-style-type: none"> In the "Color" section, specify colors for different actions of the Play Axis button: <ol style="list-style-type: none"> Play Pause Stop Previous Next Enable Captions: <ul style="list-style-type: none"> In the "Enable Captions" section, toggle it on if you want the button to display the value of the field (in this case, Month) and how it changes during the animation.
<ul style="list-style-type: none"> Tooltip Customization 	<ul style="list-style-type: none"> Select Visual: <ul style="list-style-type: none"> Click on the visual for which you want to customize the tooltip. Access Format Pane: <ul style="list-style-type: none"> In the right sidebar, open the "Format" pane. Navigate to Tooltip Settings: <ul style="list-style-type: none"> Within the "Format" pane, under the properties, find the "Tooltip" section. Toggle Tooltip On/Off: <ul style="list-style-type: none"> Toggle the "Tooltip" switch to turn tooltips on or off for the selected visual. Customize Tooltip Fields: <ul style="list-style-type: none"> If you have tooltips enabled, you can customize which fields are displayed in the tooltip.

	<ul style="list-style-type: none"> ○ Look for options such as "Tooltip Fields" or similar, depending on the type of visual. ● Format Tooltip Text: <ul style="list-style-type: none"> ○ Adjust the formatting settings within the "Tooltip" section, such as font size, color, and alignment.
<ul style="list-style-type: none"> ● Execute Time Series Analysis 	<ul style="list-style-type: none"> ○ Press play on the play axis button to observe sales data changing month by month. ○ The play axis button dynamically updates all visuals, providing a comprehensive view of carbon monoxide trends over time