

TASK	CATEGORY	ESSENTIAL LEARNING	APPLICABLE TOOLS	CONCEPTS?	REFERENCE (IF APPLICABLE)	REFERENCE2 (IF APPLICABLE)	CASE STUDY?
1. Generate a list of folders and files on a network drive (or any location)	Reporting	TRUE	PowerQuery	Import From Folder	<a href="http://bit.ly/2Ug0Z3s">http://bit.ly/2Ug0Z3s</a>		YES
2. Compare two lists of data and generate an exceptions list	Reporting	TRUE	PowerQuery	Merge Queries	<a href="http://bit.ly/2FGkFnP">http://bit.ly/2FGkFnP</a>		YES
3. Enable the use of multiple data sources in one PivotTable	Reporting	TRUE	PowerQuery, PowerPivot	Table relationships			
4. Convert a REPORT of data into a proper dataset	Data Shaping	TRUE	PowerQuery	Unpivot	<a href="http://bit.ly/2m0CrrA">http://bit.ly/2m0CrrA</a>	<a href="https://docs.google.com/document/d/">https://docs.google.com/document/d/</a>	YES
5. Eliminate the need to use VLOOKUP formulas to build / structure datasets	Data Shaping	TRUE	PowerQuery	Merge queries			SOON
6. Import and clean millions of records of data (from practically anywhere)	Import Data	FALSE	PowerQuery, PowerPivot	Load as Connection Only, Data Model			
7. Import and clean data from Google Sheets	Import Data	FALSE	PowerQuery, Google Sheets	Import From Web	<a href="http://bit.ly/2slh9e3">http://bit.ly/2slh9e3</a>		YES
8. Import data directly from cloud storage locations (Dropbox, Box, OneDrive)	Import Data	FALSE	PowerQuery, Cloud Storage	Import From Web	<a href="http://bit.ly/2T4pRKH">http://bit.ly/2T4pRKH</a>	<a href="http://bit.ly/2EkJNKj">http://bit.ly/2EkJNKj</a>	
9. Import data from a folder that instantly updates as more content is added to folder (e.g., 100s of CSVs...)	Import Data	TRUE	PowerQuery	Import From Folder			
10. Play a prominent role in building a dynamic (instantly refreshable) hyperlinked workbook Index	Reporting	TRUE	PowerQuery	Automation (VBA), Hyperlinks			YES
11. Import data from other Excel workbooks (eliminate the need for linking!)	Data Shaping	TRUE	PowerQuery	Import From Excel			
12. Import data from websites automatically	Import Data	FALSE	PowerQuery	Import From Web			YES
13. Import data from public company SEC filings (on SEC website) for financial analysis	Import Data	FALSE	PowerQuery	Import From Web			SOON
14. Import RSS news feeds directly into Excel	Import Data	FALSE	PowerQuery	RSS Feeds	<a href="http://bit.ly/2sjEITb">http://bit.ly/2sjEITb</a>	<a href="http://bit.ly/2u8dhyH">http://bit.ly/2u8dhyH</a>	
15. Easily expand your data set, and analysis flexibility, with date related criteria (Year, Quarter, Month, Week, Day, etc) using Date Transformation capabilities	Data Shaping	TRUE	PowerQuery	Data Shaping, Modeling			SOON
16. Append multiple data sources together to create one data source	Data Shaping	TRUE	PowerQuery	Append Queries			
17. Export queries and share across workbooks and with others (e.g., State / Region Reference).	Resource!!	TRUE	PowerQuery	Export Queries	<a href="http://bit.ly/2BxZ1kV">http://bit.ly/2BxZ1kV</a>	<a href="http://bit.ly/2sLPnYb">http://bit.ly/2sLPnYb</a>	SOON
18. Build relationships among multiple (many) data tables to streamline data analysis	Data Shaping	TRUE	PowerQuery, PowerPivot	Data joins, Table relationships			SOON
19. Pq - any report you get and automate the process required to format it to a proper dataset (with an audit trail!)	Data Shaping	TRUE	PowerQuery	Applied Steps feature			
20. Make changes to data structure, layout, field types, etc without altering the underlying raw data	Data Shaping	FALSE	PowerQuery	Data shaping			
21. Import data from PDF	Import Data	FALSE	PowerQuery	Import From PDF			SOON
22. Develop a comprehensive Query documentation resource in an Excel workbook	Reporting	TRUE	PowerQuery	Automation (VBA)			YES
23. Import multiple data sources from the web and combine into one comprehensive dataset	Import Data	FALSE	PowerQuery	Load as Connection Only, Append Queries			
24. Import data directly from system database files	Import Data	FALSE	PowerQuery	Get Data >> From Database			
25. Develop financial models with limited use of formulas in your spreadsheet	Reporting	TRUE	PowerQuery	Data Shaping, Modeling			
26. Manage accounting related analysis from the transactional level using a MAPPING TABLE joined with data detail	Reporting	FALSE	PowerQuery	Data Shaping, Modeling			
27. Scrape (Import) multiple tables from website and create one dataset (400 CPA firms list)	Import Data	TRUE	PowerQuery	Data import, Append queries	<a href="http://insidepublicaccounting.com/to">http://insidepublicaccounting.com/to</a>	<a href="https://www.evernote.com/shard/s4/">https://www.evernote.com/shard/s4/</a>	YES

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28. Shape data exported from a professional services firm management system into a proper dataset	Data Shaping	FALSE	PowerQuery	Applied Steps feature			