1. What is the difference between "Merge" and "Append" in Power Query?

“Merge” joins two or more tables horizontally on a specific key, while “Append” does the same, but vertically and without keys. However, in ”Append” Joining tables must have the same structure (e.g. the same column names, the same number of columns)

2. How do you split a "Full Name" column into "First Name" and "Last Name"?

Too split a “Full Name” column into "First Name" and "Last Name", in Power Query Editor, in the Home tab I click on split column > By delimiter > choose space > OK. Then, I rename columns to their appropriate meaning.

3. What is "Pivot Columns" used for?

“Pivot Columns” is used for turning rows into columns to make it more concise and human-readable

4. How do you undo a step in Power Query?

To undo a step in Power Query, I remove the last step in “Applied Steps”, or I click on the second-to-last step to see how the query looked like before the last change.

5. What is the purpose of "Reference" vs. "Duplicate" in queries?

“Duplicate” creates an independent copy of the query, meaning any changes made to either the original or the duplicate will affect the other. “Reference”, on the other hand, also creates a copy, but any changes made to the original table will be reflected in the copy, though not the other way around.

6. Merge Orders.csv and Customers.xlsx on CustID (inner join).

Table.NestedJoin(#"Changed Type", {"CustID"}, Orders, {"CustID"}, "Orders", JoinKind.Inner)

7. Pivot the Product column to show total Quantity per product.

Table.Pivot(#"Removed Columns1", List.Distinct(#"Removed Columns1"[Product]), "Product", "Quantity", List.Sum)

8. Append two tables with identical columns (e.g., Orders_Jan.csv + Orders_Feb.csv).

Table.Combine({#"Promoted Headers", sales_february})

9. Use "Fill Down" to replace nulls in the Email column with the previous value.

Table.FillDown(#"Replaced Value", {"Email"})

10. Extract the domain (e.g., "example.com") from the Email column.

Table.TransformColumns(#"Filled Down", {{"Email", each Text.AfterDelimiter(_, "@"), type text}})

11. Write M-code to merge queries dynamically based on a parameter (e.g., JoinType = "Inner").

12. Unpivot a table with columns like "Jan_Sales," "Feb_Sales" into a "Month" and "Sales" format.

Table.UnpivotOtherColumns(#"Pivoted Column", {"Product"}, "Attribute", "Value")

13. Handle errors in a custom column (e.g., division by zero) using try...otherwise.

= Table.AddColumn(#"Replaced Value", "Custom", each try

if [UnitPrice] = null or [UnitPrice] = 0 then null

else [Total] / [UnitPrice]

otherwise null)

14. Create a function in Power Query to clean phone numbers (e.g., remove dashes).

#"Replaced Value" = Table.ReplaceValue(#"Changed Type","(","",Replacer.ReplaceText,{"Number"}),

#"Replaced Value1" = Table.ReplaceValue(#"Replaced Value",")","+",Replacer.ReplaceText,{"Number"}),

#"Replaced Value2" = Table.ReplaceValue(#"Replaced Value1","-","",Replacer.ReplaceText,{"Number"})

15. Optimize a query with 10+ steps—identify bottlenecks and simplify.

ok