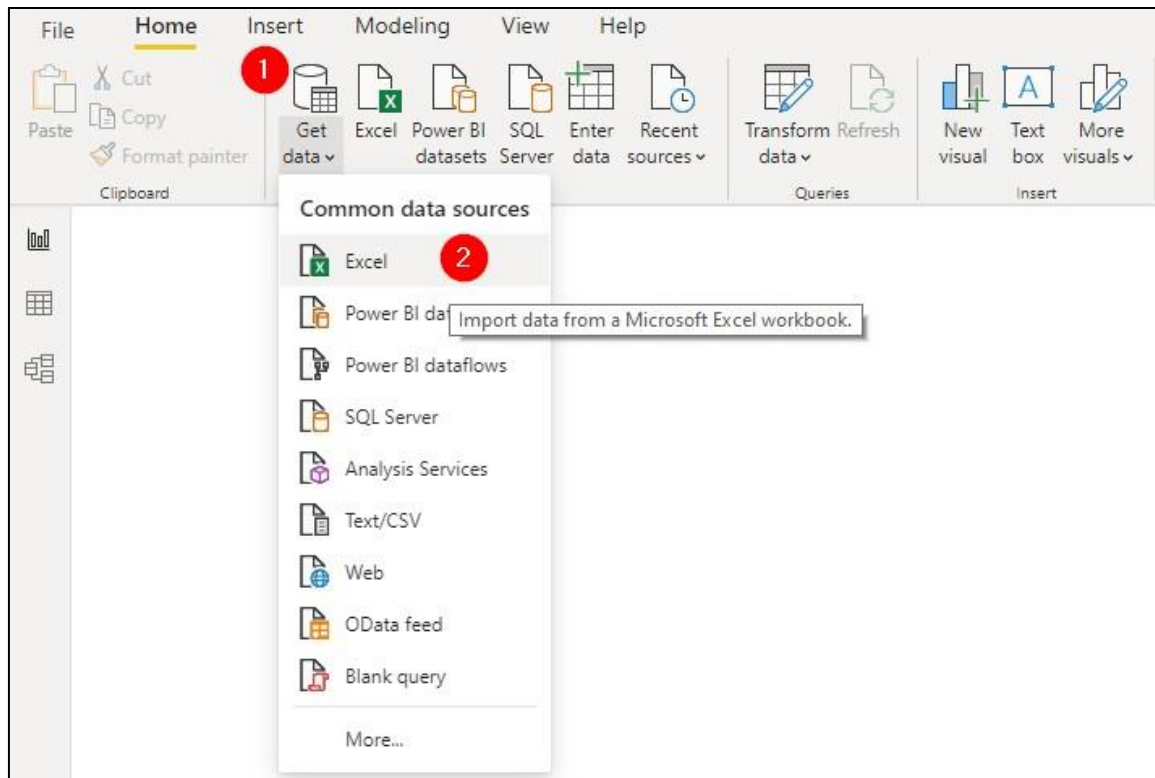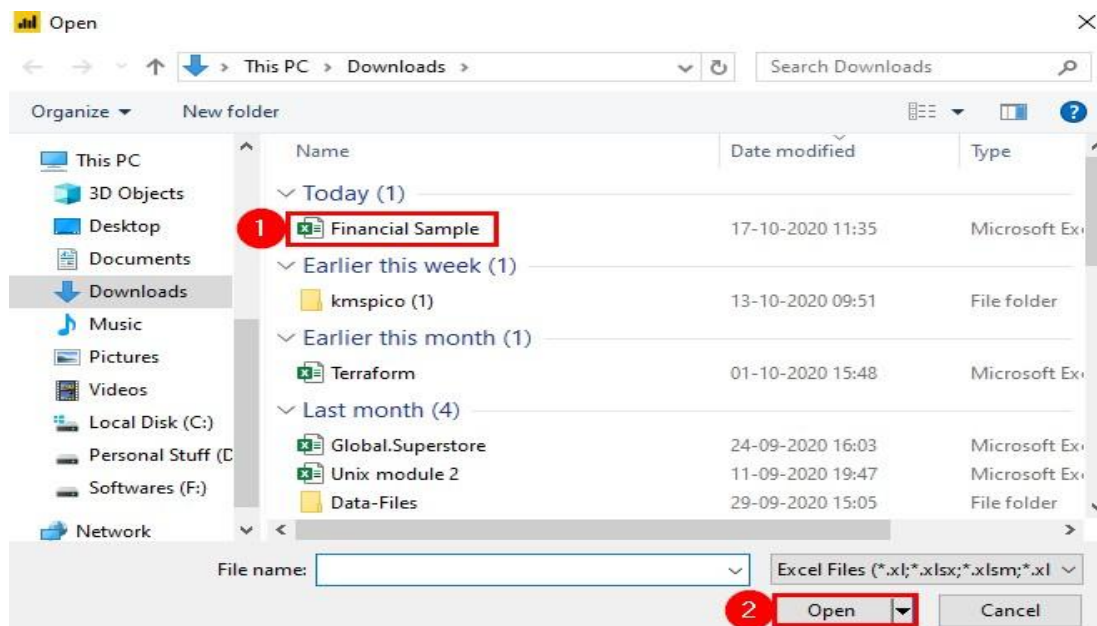# Using Excel Files as a Data Source
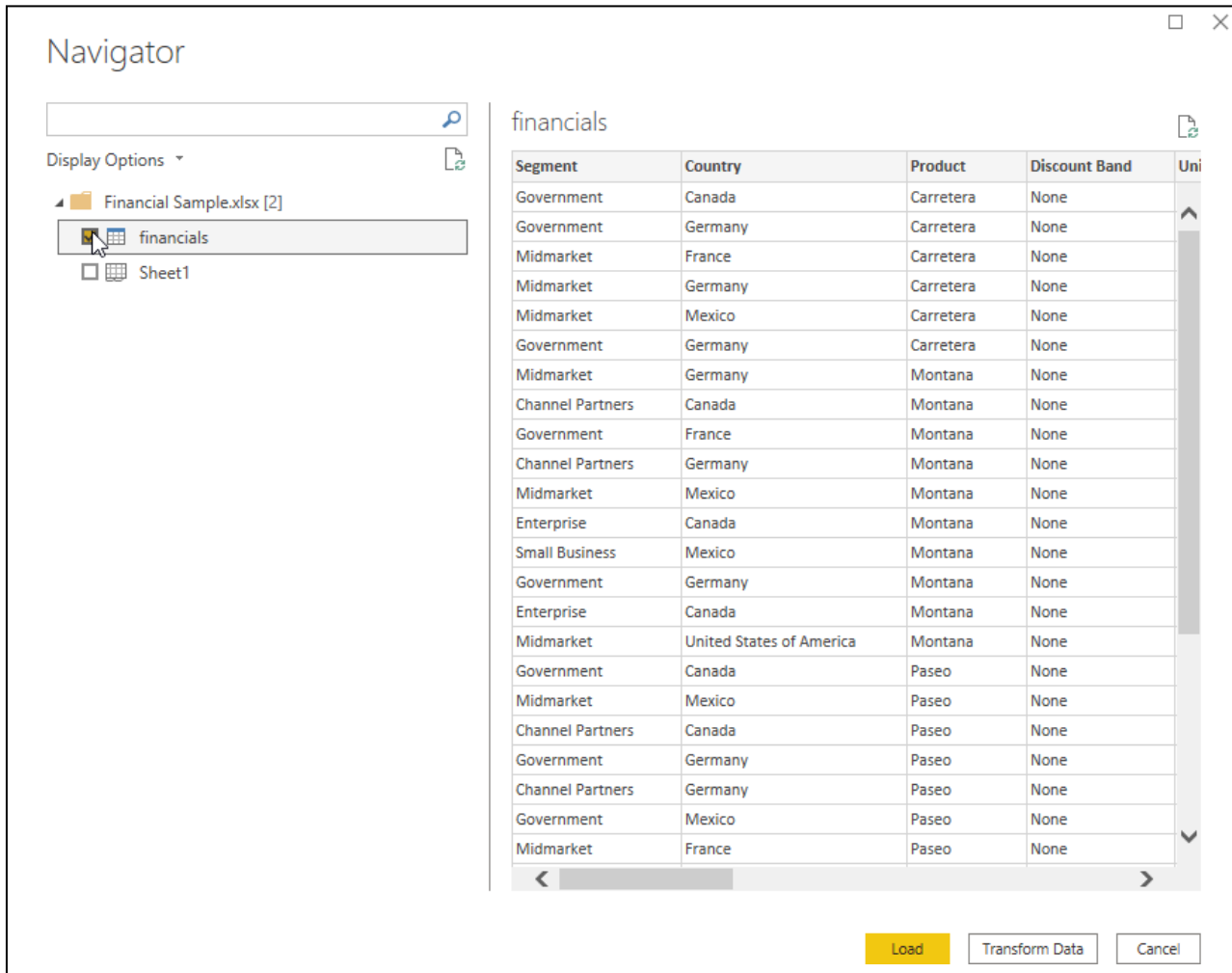
Import Data into Power BI Desktop

1. In Power BI Desktop, from home ribbon button select Get Data--> Excel

2. Select your workbook from the open dialog box appears

3. Once you select the workbook, a navigator window opens, which contains the tables in the left pane and preview window in the right

4. After selecting the tables, you can edit the data using power query editor or load it directly into power BI desktop