# Lab Exercise 2: Building Power BI Reports

**Scenario**

You are happy that Power BI can import the data that you require and shape it, so you have decided to add visualizations to the report to display the data. After creating the report, you will show its capabilities to your senior managers to convince them that Power BI is a suitable platform for adopting self-service BI within your organization.

**The main tasks for this exercise are as follows:**

- Create a Chart
- Create a Map Visualization

**Task 1: Create a Chart**

1. In Power BI Desktop, add a gauge chart to the report. Use the LineTotal field for the Value property, and the TargetSales measure for the Target value property.

2. Set the Max value of the gauge to 146000.

3. Change the title of the gauge to Target Sales, and then center-align the text.

4. Drag the CompanyName and LineTotal fields onto the report to create a table.

5. Change the table to a pie chart, and then expand the chart to show all company names.

6. Change the title of the pie chart to Top Selling Companies, and then center-align the text.

7. Drag the MainCategory field onto the report canvas to create a table.

8. Add the OrderQty column.

9. Convert the table to a stacked bar chart.

10. Use the OrderQty field values for the Color saturation property of the chart.

11. Click Analytics, expand Constant Line, and click Add. Set Value to 500, and then change Color to red.

12. Toggle the data label for Constant Line, and then set Color to red.

13. Change the title of the chart to Orders by Main Category, and then center-align the text.

14. Drag a donut chart onto the report.

**15.** Tick MainCategory and LineTotal in the Sales table.

**16.** Change the title to Sales by Main Category, and center-align the text.

**17.** Create a table by dragging the Product field onto the report canvas.

**18.** Add the LineTotal field to the table chart.

**19.** Tick MainCategory to include this column.

**20.** Filter the products to display only those that have sales greater than $32,000.

**21.** Filter the list to display only bikes.

**22.** Change the table to a stacked column chart.

**23.** Change the title to Top 10 Selling Bikes, and center-align the text.

**24.** Add a Constant Line, with the Value set to 35000, and then set Color to red.

**25.** Expand the chart to fill the remaining space on the report. If necessary, move your visuals around to make them fit.

**26.** Save the report.

**Task 2: Create a Map Visualization**

**1.** Add a new page to the report.

**2.** Create a map by adding the City field from the Customers table.

**3.** Add the LineTotal field from the Customers table.

**4.** Expand the map so that all bubbles are visible.

**5.** Rename the map World Sales by City.

**6.** Click the report canvas, and then create a new map by adding the State Code field from the Sales by State table.

**7.** Add the SalesYTD field from the Sales by State table.

**8.** Change the type of map to Filled Map.

**9.** Resize the map to show all states, and then see how the sales are clustered in one area.

**10.** View the data for California(CA), and then change the format of the SalesYTD column to $ English (United States).

**11.** Rename the map Sales by State.

**12.** Save the report and leave it open for the next exercise.

**Results: After this exercise, you should have created a report that has chart visuals and is ready to publish to the Power BI service.**