**BOOKMARKS**

**BOOKMARKS** ARE ADDITIONAL NAVIGATION OPTIONS IN POWER BI DESKTOP.

**PURPOSE**: USED TO PERFORM PAGE TO PAGE NAVIGATIONS WITHIN A REPORT.

**STEP 1**: LAUNCH POWER BI DESKTOP > GET DATA > CSV > SALES DATA FILE > LOAD.

**STEP 2**: IN GIVEN DATA SOURCE, WE HAVE DATA PERTAINING TO 3 COUNTRIES : GERMANY, INDIA, USA.

**REQUIREMENT:**

WE NEED TO CREATE THREE PAGES: ONE FOR EACH COUNTRY AND

ONE MASTER PAGE: WELCOME SCREEN FOR EASY ACCESS TO THE REPORTING CUSTOMERS. THIS PAGE SHOULD ALSO CONTAINS LINKS TO OTHER PAGES. SUCH MASTER PAGES ARE CALLED "**SCORE CARD**".

SO,WE NEED TO DEFINE FOUR PAGES: **MASTER, INDIA, USA, GERMANY**.

**INDIA PAGE**

RENAME 1ST PAGE : "INDIA"

SELECT TABLE VISUAL : INCLUDE ALL FIELDS FROM THE IMPORTED SOURCE > SET GRID OPTIONS

SELECT TREEMAP VISUAL : INCLUDE MONTH, SALE 2016 > SET LABEL OPTIONS

ADD COUNTRY TO PAGE FILTER > BASIC FILTER : SELECT "INDIA". SAVE THE REPORT.

FROM TOP : MENU OPTIONS > **VIEW** > CHECK @ BOOKMARKS PANE > THEN WE SEE ONE NEW VERTICAL WINDOW > CLICK @ "ADD" > NAME THE BOOKMARK [INDIA\_BOOKMARK]

**GERMANY PAGE**

DUPLICATE ABOVE PAGE > RENAME TO "GERMANY"

PAGE FILTER : SELECT " GERMANY ". BOOKMARK WINDOW : "ADD" > NAME, SAVE

[GERMANY \_BOOKMARK]

**USA PAGE**

DUPLICATE ABOVE PAGE > RENAME TO "USA"

PAGE FILTER : SELECT "UNITED STATES". BOOKMARK WINDOW : "ADD" > NAME, SAVE

[USA\_BOOKMARK]

STEP 3: NEW PAGE > NAME : "MASTER"

DRAG n DROP TREEMAP > SELECT COUNTRY AND SALE 2016. SET LABELS.

MENU : INSERT > ADD 3 IMAGES. SET ACTION FOR EACH OF THE IMAGES TO THEIR BOOKMARKS

SET BOOKMARK FOR THIS MASTER PAGE "HOME\_PAGE"

GO TO EACH OF THE OTHER THREE PAGES > INSERT RESET BUTTON > ACTION TO HOME\_PAGE

STEP 4: TO TEST THE BOOKMARKS : USE CTRL + CLICK, NAVIGATE FROM ONE PAGE TO ANOTHER