

Visualizing Data Lab

<https://github.com/fenago/cts245X/tree/main/CTS2451IntroToPowerBI/Exercises>

PART 1: Changing visuals

Close any open reports and open the `3_1_changing_visuals.pbix` report from the `Exercises` folder on the desktop.

Change the donut chart to a tree map.

Go into the formatting settings and set the title of the chart to `Product Category Amount` with a size of 16.

Change the card in the top left hand corner to a multi-row card, and add `ScenarioName` to it.

What is the total forecasted sales amount (answer format: \$1.11B)?

PART 2: Editing properties

Change the table to a matrix.

Go to the *Format* menu under the *Visualizations* pane and change the text size of the *Row Headers* and *Column Headers* to 18.

Go to the *Values* section to change the font size in the rest of the columns to 18 as well.

What is the budgeted amount for cell phones (using two decimal points)?

Part 3: Sorting data

Close any open reports and open the `3_3_sorting_data.pbix` report from the `Exercises` folder on the desktop.

Go to the *Data View* to make sure that `ShortMonth` in the `DimDate` table is ordered by `MonthNumber` .

Go back to the report and sort the columns in the Monthly Amount visual by month instead of amount.

Sort the months in ascending order.

Question: How is the sales amount evolving throughout the year?

- ☐ There is a downwards trend.
- ☐ There is an upwards trend.
- ☐ The amount stays the same.

Part 4: Using the slicer

Go to the formatting options and turn off the slicer header.

Change the slicer to a dropdown box and make sure nothing is being selected.

Question: What style options are available for this slicer, which uses a variable with text data type?

- ☐ Vertical list
- ☐ Dropdown
- ☐ Tile
- ☐ All of the above

PART 5: Making it look good Review

Change the theme of the report to the *Sunset* theme.

Adjust the height of the dropdown box to be the same as the multi-row card.

What value do you need to change to move the card or another visual to the right or left without resizing?

- ☐ Horizontal
- ☐ Vertical
- ☐ Width
- ☐ Height