

Power Query Notes

Power Query Basics

Remove Rows

- **Remove Top Rows:** Remove the first **N** rows from the table
 - **Remove Errors:** Remove rows containing errors in the selected columns.
 - **Remove Blank Rows:** Remove rows with blank values.
 - **Remove Duplicates:** Remove duplicate rows based on selected columns.
 - **Remove Empty:** Remove rows with empty values in any column.
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Renamed Columns and Table/Query Name

- Rename columns or the table/query for better clarity.

Changing Data Types

- Change the data type of columns (e.g., text to number, or date).

Remove Columns

- **Remove Selected Columns:** Remove unwanted columns.
 - **Remove Other Columns:** Keep only selected columns and remove the rest.
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To Select Multiple Columns

- Use **Ctrl** to select multiple columns.

Replace Values

- Replace existing values in columns with new values.

Close and Apply

- Close the Query Editor and apply all pending changes.
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Duplicate Column

- Create an exact copy of a selected column.

Extract Text

- Extract specific parts of text from a column using various methods:
 - **Length:** Get the length of text.
 - **First/Last Characters:** Extract specified characters from the start or end.
 - **Range:** Extract text from a specific index.
 - **Text Before/After/Between Delimiters:** Extract text based on delimiter positions.
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Split and Merge Columns

Split Column

- Split a column based on different methods:
 - **By Delimiter:** Split by a specific delimiter (e.g., comma, space).
 - **By Number of Characters:** Split text into parts based on character length.

- **By Positions:** Split text at specified positions.
- **By Case (Lowercase to Uppercase / Uppercase to Lowercase):** Split based on letter case changes.
- **By Digit/Non-Digit Transition:** Split based on digit and non-digit changes.

+ Merge Columns

- Combine multiple columns into one single column.

Adding and Manipulating Columns

+ Add Column

- **Conditional Column:** Create a new column with values based on conditions (e.g., if-else).
- **Creating Columns from Examples:** Automatically generate a new column using examples (Ctrl + E).

Merge Queries

- Merge multiple tables based on a matching column. Supports different join types:
 - **Left Join:** Includes all rows from the left table and matching rows from the right table. Non-matching rows in the right table will be null.
 - **Right Join:** Includes all rows from the right table and matching rows from the left table. Non-matching rows in the left table will be null.
 - **Inner Join:** Includes only rows that have matching values in both tables.
 - **Full Join:** Includes all rows from both tables. Non-matching rows will be null in the columns of the table with no match.
 - **Left Anti Join:** Includes rows from the left table that do not have a match in the right table.
 - **Right Anti Join:** Includes rows from the right table that do not have a match in the left table

+ Append Queries

- Combine multiple tables by appending rows from one table to another.

Unpivot Columns

- **Unpivot Other Columns:** Convert columns into rows except for selected ones.
- **Unpivot Selected Columns:** Convert only selected columns into rows.

Pivot Column

- Transform a column of attributes into multiple columns based on distinct values.

Organizing and Creating Queries

Organizing Queries in Groups

- Group queries for better organization and easier management.

Enter Data

- Manually create and enter data to form a table.

Create Index Column

- Add a unique index to each row for identification.

Grouping and Mathematical Operations

Group By

- **Basic Grouping:** Aggregate data based on simple groupings.
- **Advanced Grouping:** Perform custom aggregation based on multiple criteria.

÷ Mathematical Operations

- **Statistics:**
 - **Minimum**
 - **Maximum**
 - **Median**
 - **Average**
 - **Standard Deviation**
 - **Count Values**
 - **Count Distinct Values**
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12
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Mathematical Functions

- **Add, Subtract, Multiply, Divide:** Basic arithmetic operations.
 - **Integer-Divide, Modulo:** Integer division and remainder.
 - **Percentage, Percent Of:** Calculate percentages and relative percentages.
 - **Scientific:** Convert numbers to scientific notation.
 - **Absolute Value:** Return the absolute value of a number.
 - **Power (Square, Cube, Custom):** Calculate square, cube, or custom powers.
 - **Square Root, Exponent, Logarithm:** Perform square root, exponentiation, or logarithmic operations.
 - **Factorial:** Calculate the factorial of a number.
 - **Rounding:** Round values (Round Up, Round Down, or Custom).
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Information Functions

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Information Functions

- **IsEven:** Check if a number is even.
 - **IsOdd:** Check if a number is odd.
 - **Sign:** Determine the sign of a number (positive, negative, or zero).
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Enjoy using Power Query to simplify your data transformation process!