Lab 2 Data Import & Transformation Part 2

Lab Objectives

Time: 20-30 Min

1. Import and clean the **Sales Target** table so that is in a usable format for data modelling.

2. Unpivot column fields to rows and fix data errors in Power Query in the **Sales Target** table

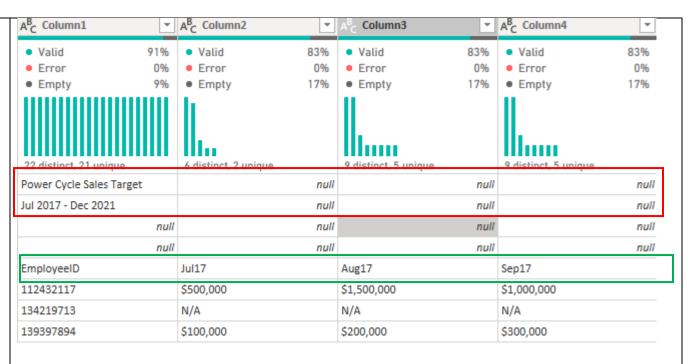3. Use the column by example utility to create a usable date column.
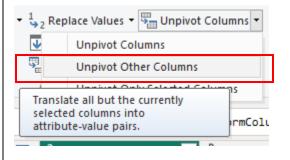
Lab steps

1) Impot and clean the sales target table so that is in a usable format for data modelling

- Import 2017-2020 Power Cycle Sales Target.xlsx file.

- From the Home Table utilize the remove rows option to remove unused rows

- From the Transform tab you can select "Use First Row as Headers" to promote the first row to the table header

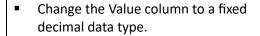- Change the data type in the EmployeeID column from test to whole number

A^BC Column1	A^BC Column2	A^BC Column3	A^BC Column4
● Valid 91%	● Valid 83%	● Valid 83%	● Valid 83%
● Error 0%	● Error 0%	● Error 0%	● Error 0%
● Empty 9%	● Empty 17%	● Empty 17%	● Empty 17%
22 distinct, 21 unique	6 distinct, 2 unique	9 distinct, 5 unique	9 distinct, 5 unique
Power Cycle Sales Target	null	null	null
Jul 2017 - Dec 2021	null	null	null
null	null	null	null
null	null	null	null
EmployeeID	Jul17	Aug17	Sep17
112432117	$500,000	$1,500,000	$1,000,000
134219713	N/A	N/A	N/A
139397894	$100,000	$200,000	$300,000

2) Unpivoting the date columns to rows

- Select the Employee column then navigate to the Transform tab and select from the unpivot drop-down unpivot other columns
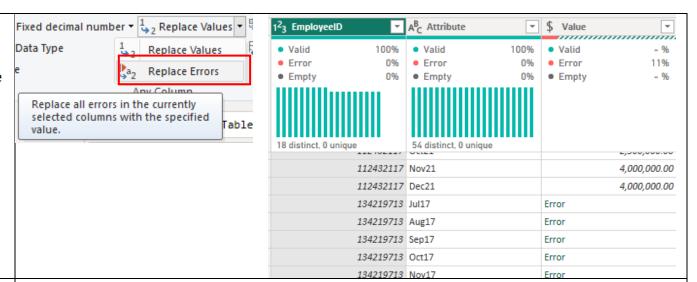
Replace Values ▾ | Unpivot Columns ▾

- Unpivot Columns
- **Unpivot Other Columns**
- Unpivot Only Selected Columns

Translate all but the currently selected columns into attribute-value pairs.

1²3 EmployeeID	A^BC Attribute	ABC 123 Value
● Valid 100%	● Valid 100%	● Valid 100%
● Error 0%	● Error 0%	● Error 0%
● Empty 0%	● Empty 0%	● Empty 0%
18 distinct, 0 unique	54 distinct, 0 unique	
112432117 Jul17		$500,000
112432117 Aug17		$1,500,000
112432117 Sep17		$1,000,000
112432117 Oct17		$1,000,000
112432117 Nov17		$2,200,000
112432117 Dec17		$1,750,000
112432117 Jan18		$650,000

▪ Change the Value column to a fixed decimal data type. ▪ From the Transform tab select replace values -> replace errors and replace the errors with "0" ▪ Rename the Value column to Sales Target	

3) Column by example

▪ From the Add Column tab select the Column From Example ▪ Select the check box on the Attribute column. ▪ Enter the Month - 1- Year as the example in the Custom column first cell * note that for the AI engine to generate the subsequent values you might need to input 2-3 examples. ▪ Change the custom column data type from text to Date type and rename the column to Date. ▪ Remove the Attribute column.	