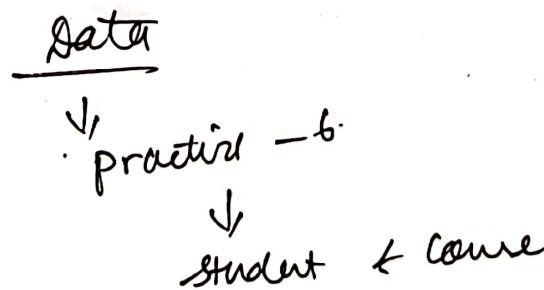


EXAMPLE - 4

Merging & Appending Queries

Join 2 or more tables Using
Merge & Append Operations

(Take 2 sets of data: either join or
combine them) to get 1 full set
of data



We have:

Year 11 :

Year 12 :

Courses :

Task to do :

- ① Append both sets of student
(Year¹¹ + Year¹²)
- ② Combine course & student Data
- ③ Filter female students on 3 or
more credit courses.

Open Excel blank sheet



Data : Ribbon



Get Data ▾



From File



From Xcel Workbook



select your file



open (import)



navigator screen opens up



or select multiple items



Course

Year 11

Year 12



Transform Data



Power Query Editor opens up



We'll see in Query section

at left side



Year 11

Year 12

Courses

⇒ we'll also have our previous
queries listed if any

Appending

Year 11

&

Year 12

Data

open them in P.Q



Select any either Year 11 or
Year 12

from left (Queries)



Name: Ribbons



Append Queries

↑ click here



Append Queries as new

(appended wala separate rahaega)

or
just Append



② Two Tables

Tables to append: other than
current wala

↓
OK



Now, Both are appended together
and data of both will be shown
altogether

↓
But actually there is 1 problem.
we can't specify whether somebody
is in Year 11 or Year 12

* Undo these steps by deleting from

Applied steps
 $X \rightarrow$ Appended Query

Now,
click on Both by + one:
Year 11 & Year 12

(i) ↓
Home: Ribbon
↓
use 1st row as header

(ii) Go to year 11
↓
Add column: Ribbon
↓
Custom column
↓

new column name : year
custom formula : = "Year 11"
OK ↴

⇒ Repeat the same for Year 12

Now,

Append Year 11 & Year 12 tables
as prev. done.



Select Any



Name : Append Queries

Now,

Rename the appended table as "Student"

from Right side



Query settings



Name : students

Merging Student & Course Data

Here,

Join Students table &
Course Table

This \Downarrow operation = "Merging"

* click on students table

\downarrow
Home : Merge Queries

\downarrow
A dialogue Box opens up

merge

students Table \rightarrow just click here to select

selected : course \rightarrow table which u want to join

* select the column on each basis you
table on which are going these 2 table.

* we can also make them joins
on basis of 2 column

↓
select 2 columns in each
table



Join kind : → just like SQL
select any option



Note,
we are back in P.Q editor

↓
we'll see that for each
course it will add a new table
so it's not directly merging . It is
actually giving you the corresponding
row of the other table

note: → select red & then click on the
table here , you'll see the entire
information for the red course at the
bottom



Now, expand the table



Course



Course



disable course

disable original column name
as prefix



Right Click OK



Now, it will be added

It will create just a copy.

Students table.

The course field: female

(from query setting or view
(from Query setting or view))

Query Referencing

Now, we'll filter female students on 3 or more credits courses

click on student table in
Queries

↓
right click

↓
④ Reference

↓
it will create just a copy of
student table

↓
Rename this: Female students
(from Query setting on the
right)

Gender
↑
click here



filter just female

♀ only female



OK



Go to credit 

 click here



No. filters



Greater than or equal = 3



OK

Customizing Load Behaviour

(i) Select female students in Queries
↓
Close & load

(ii) At the left side
↓
Queries section
↓
Right click on empty space
in Queries section
↓
New Group

↓
Name: Support Queries

↓
And in this folder
↓
move: Year 11, Year 12, Course &
students table

↓
move them by just dragging
them

↓
now, click on close & load to

↓
or only create connection

↓
OK

↓
At the right side of your Excel
file ; queries & connection opens

↓
right click : Female Students

↓

Load to

↓

or Table

or new worksheet

↓
OK



so, this will bring up all
the female students data table
here in new sheet.