Mind map of **Power Query**

- Power Query
  - Data sources
    - Excel
      - Same file
        - Table or ranges
      - Other Excel files
    - CSV, Text files
    - Web, JSON, XML formats
    - Databases
    - Cloud sources
    - PDF
    - APIs
  - Things to know
    - Case sensitive
    - Step recorder
    - No undo, instead delete the steps
    - M Language
    - Formula bar (learn M passively)
    - Preview only
      - Process happens during refresh
    - Each step depends on previous one
  - Examples
    - 1. Employee Data - load & clean
      - CSV data load
      - Fill blanks
      - Remove duplciates
      - Extract age from DOB
      - Get year from date of start
      - Department names - Find replace
      - Filter staff based on conditions
      - Review steps
      - Publish
      - Make a pivot in Excel
      - Update data & Refresh
    - 2. Web data scraping
      - Web URL
      - Security and permissions
      - Clean up data
      - Load multiple pages
      - Refresh process
    - 3. Folder of files
      - Connection
      - Transform sample
      - Teaching Power Query what we want
      - Refresh process
      - Things to keep in mind
  - User Interface
    - What is it?
      - ETL
      - Data cleansing
      - Connector
      - Consolidator
        - Merges
        - Appends
      - Works in Excel & Power BI
      - Data generator
        - Calendar tables
        - Lists for automation
    - Ribbon
      - Home
        - Common cleanup tasks
        - Connections
        - Query management
      - Transform
        - Change nature of data
        - Text transformations
        - Number
        - Date
        - Table shape changes
          - Unpivot
          - Transpose
          - Find replace
          - Fill blanks etc.
      - Add column
        - From examples
        - With formulas
        - Index column (running numbers)
        - Extract from other columns
          - Text
          - Date
          - Number
        - Conditional columns
      - View
        - Query settings
        - Misc. options
    - Queries pane
      - Shows all queries
    - Steps
      - Applied steps
        - Use icon to adjust settings
    - Publishing
      - Excel
        - As table
        - As connection
      - Power BI
        - As table
        - Leave it in the PQ

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