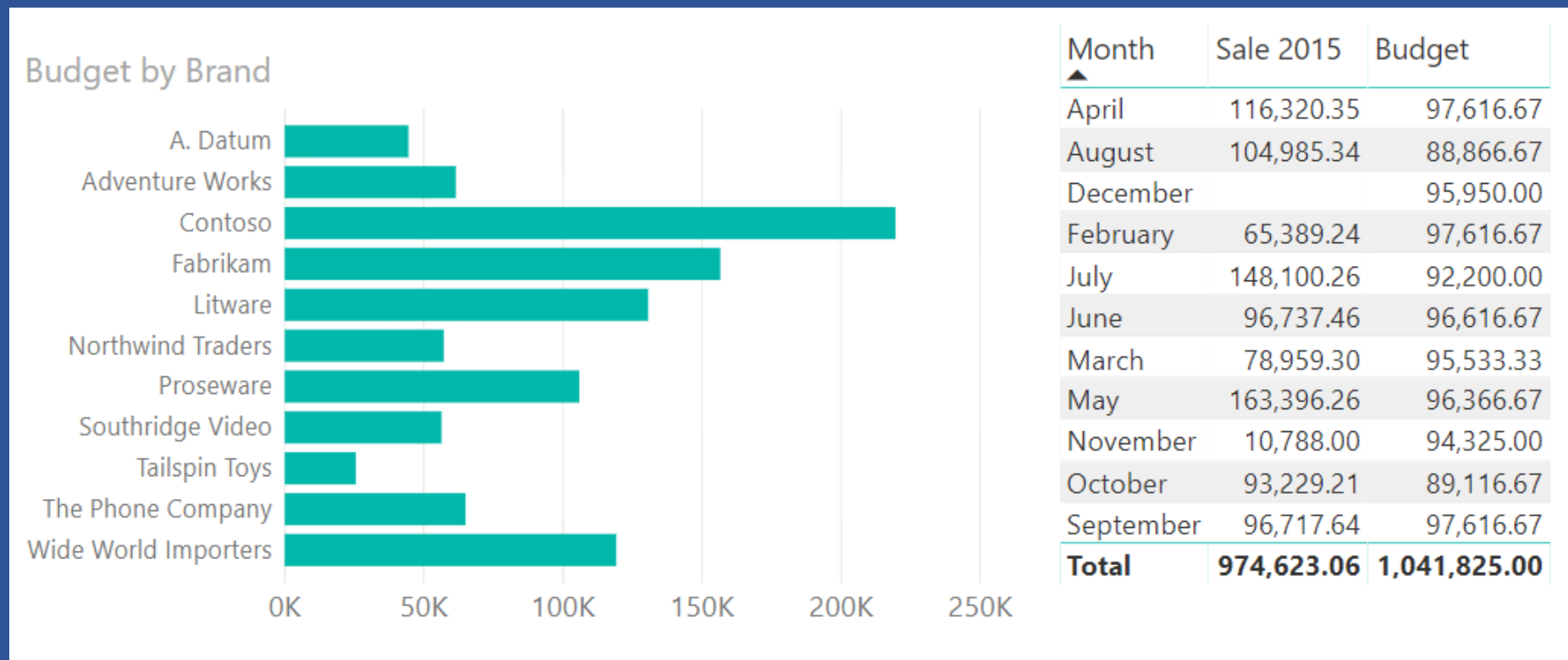


Sorting

Microsoft Power BI

Create this visual from **2015 Sales for Sort.xlsx**



Microsoft Power BI

Enter Data / Month Number

The screenshot shows the Microsoft Power BI Desktop interface. The 'Data / Drill' tab is active in the ribbon. The 'Enter Data' button is highlighted with a red arrow. The 'Create Table' dialog is open, showing a table with the following data:

	Month	Month Num...	*
1	January	1	
2	February	2	
3	March	3	
4	April	4	
5	May	5	
6	June	6	
7	July	7	
8	August	8	
9	September	9	
10	October	10	
11	November	11	
12	December	12	
*			

The 'Name' field is set to 'Month Number'. The 'Load' button is highlighted with a red arrow. In the background, a bar chart titled 'Budget by Brand' is visible, showing data for various brands including Adventure Works, Contoso, Fabrikam, Litware, Northwind Traders, Proseware, Southridge Video, Tailspin Toys, and The Phone Compa....

Microsoft Power BI

Make sure you have this new Data set

The screenshot displays a Microsoft Power BI interface. On the left, a table is shown with two columns: 'Month' and 'Month Number'. The table lists months from April to September, with corresponding month numbers. On the right, the 'FIELDS' pane is visible, showing a search bar and a list of fields. A red arrow points from the 'Month Number' field in the table to the 'Month Number' field in the 'FIELDS' pane. The 'FIELDS' pane also shows a 'Sales' table with various fields like Brand, Budget, CountryRegion, Month, Sale 2013, Sale 2014, and Sale 2015.

Month	Month Number
April	4
August	8
December	12
Febuary	2
January	1
July	7
June	6
March	3
May	5
November	11
October	10
September	9

FIELDS

Search

Month Number

- ☒ Month
- ☒ Month Number

Sales

- ☐ Brand
- ☐ Budget
- ☐ CountryRegion
- ☐ Month
- ☐ Sale 2013
- ☐ Sale 2014
- ☐ Sale 2015

Microsoft Power BI

Sort by Month Number

The screenshot shows a table in Microsoft Power BI with two columns: 'Month' and 'Month Number'. The table lists the months of the year from January to December, with their corresponding month numbers (1 to 12). A context menu is open over the table, and a sort dropdown is visible. Red arrows point to the menu icon, the 'Sort by' option, and the 'Month Number' selection in the dropdown.

Month	Month Number
January	1
Febuary	2
March	3
April	4
May	5
June	6
July	7
August	8
September	9
October	10
November	11
December	12

Context menu options:

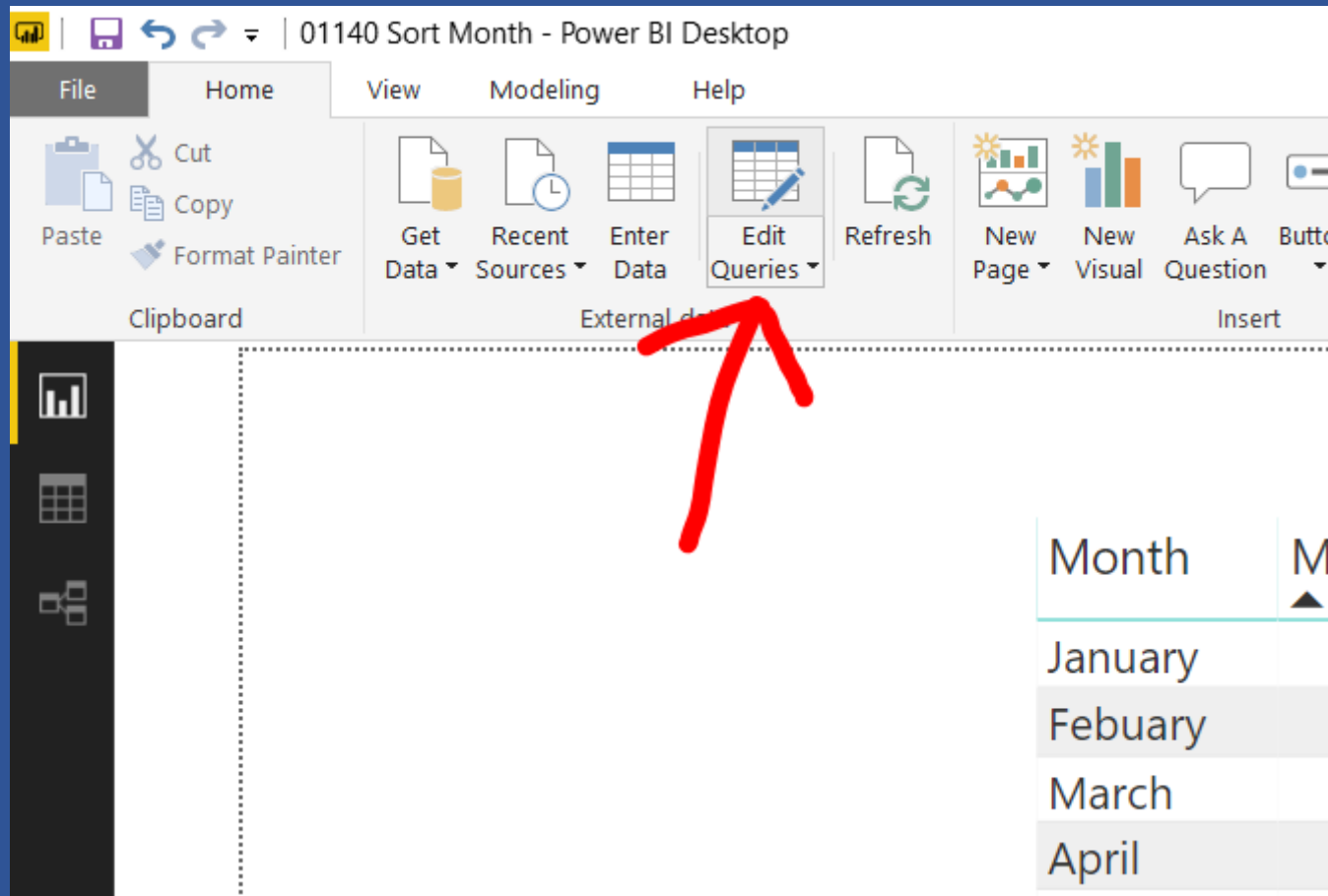
- Export data
- Show Data
- Remove
- Automatically find clusters
- Spotlight
- Sort Descending
- Sort Ascending
- Sort by

Sort by dropdown options:

- Month
- Month Number

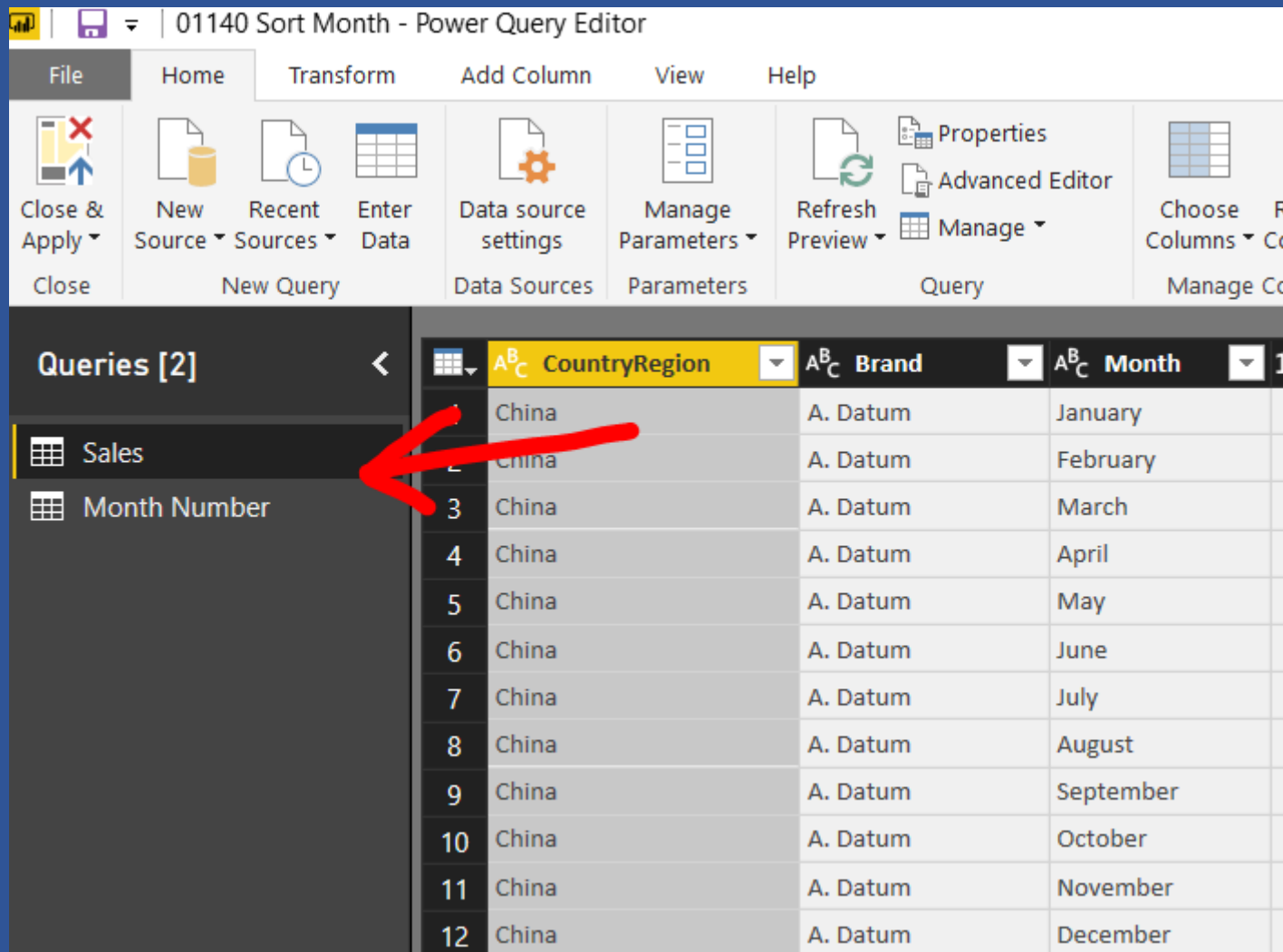
Microsoft Power BI

Edit Queries



Microsoft Power BI

Make sure you have both **Sales** and **Month Number** in Query Editor



The screenshot shows the Microsoft Power BI Query Editor interface. The title bar indicates the file name is '01140 Sort Month - Power Query Editor'. The ribbon includes tabs for File, Home, Transform, Add Column, View, and Help. The 'Transform' tab is active, showing options like Close & Apply, New Source, Recent Sources, Enter Data, Data source settings, Manage Parameters, Refresh Preview, Properties, Advanced Editor, and Manage. The left pane, titled 'Queries [2]', lists two queries: 'Sales' and 'Month Number'. A red arrow points to the 'Sales' query. The main area displays a table with columns: CountryRegion, Brand, and Month. The data shows 12 rows for 'China' with 'A. Datum' as the brand and months from January to December.

	CountryRegion	Brand	Month
1	China	A. Datum	January
2	China	A. Datum	February
3	China	A. Datum	March
4	China	A. Datum	April
5	China	A. Datum	May
6	China	A. Datum	June
7	China	A. Datum	July
8	China	A. Datum	August
9	China	A. Datum	September
10	China	A. Datum	October
11	China	A. Datum	November
12	China	A. Datum	December

Microsoft Power BI

Merge Sale to Month Number on Month

×

Merge

Select a table and matching columns to create a merged table.

↙

Sales

CountryRegion	Brand	Month	Sale 2013	Sale 2014	Sale 2015	Budget
China	A. Datum	January	3234	null	1935	416.6666667
China	A. Datum	February	6270	7059	null	416.6666667
China	A. Datum	March	4352	null	null	416.6666667
China	A. Datum	April	3814	null	null	416.6666667
China	A. Datum	May	6234	null	null	416.6666667

↘

Month Number

↙

Month	Month Number
January	1
February	2
March	3
April	4
May	5

Join Kind

Left Outer (all from first, matching from second)

↘

i

The selection has matched 349 out of the first 382 rows.

OK

Cancel

Loy Vanich (laploy@gmail.com 084 007 5544)

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Microsoft Power BI

Select Month Number


The screenshot shows the Microsoft Power BI Desktop interface. The ribbon at the top includes the 'Transform' and 'Combine' tabs. The 'Transform' tab is active, showing options like 'Remove Columns', 'Keep Rows', 'Remove Rows', 'Sort', 'Split Column', 'Group By', 'Data Type: Table', 'Use First Row as Headers', 'Replace Values', 'Merge Queries', 'Append Queries', and 'Combine Files'. A table is displayed with columns: '1.2 Sale 2013', '1.2 Sale 2014', '1.2 Sale 2015', '1.2 Budget', and 'Month Number'. The 'Month Number' column is highlighted in yellow. A red arrow points to this column header. The 'Expand' dialog box is open, showing a search bar 'Search Columns to Expand' and two radio buttons: 'Expand' (selected) and 'Aggregate'. Under '(Select All Columns)', there are three checkboxes: '(Select All Columns)' (checked), 'Month' (unchecked), and 'Month Number' (checked). A red arrow points to the 'Month Number' checkbox. At the bottom of the dialog, the checkbox 'Use original column name as prefix' is checked. A red arrow points to the 'OK' button. The background table data is partially visible, showing values for 'Sale 2013', 'Sale 2014', 'Sale 2015', and 'Budget'.

1.2 Sale 2013	1.2 Sale 2014	1.2 Sale 2015	1.2 Budget	Month Number
3234	null			
6270	7059			
4352	null			
3814	null			
6234	null			
5571	321			
7424	null			
null	null			
1254	1617			
1881	3042			
null	3653			
6135	2810			
12418.26	5735.48	1559.87	3041.666667	Table
31770.26	null	2937.9	3041.666667	Table
2688.85	5488.22	11162.84	3041.666667	Table

Microsoft Power BI

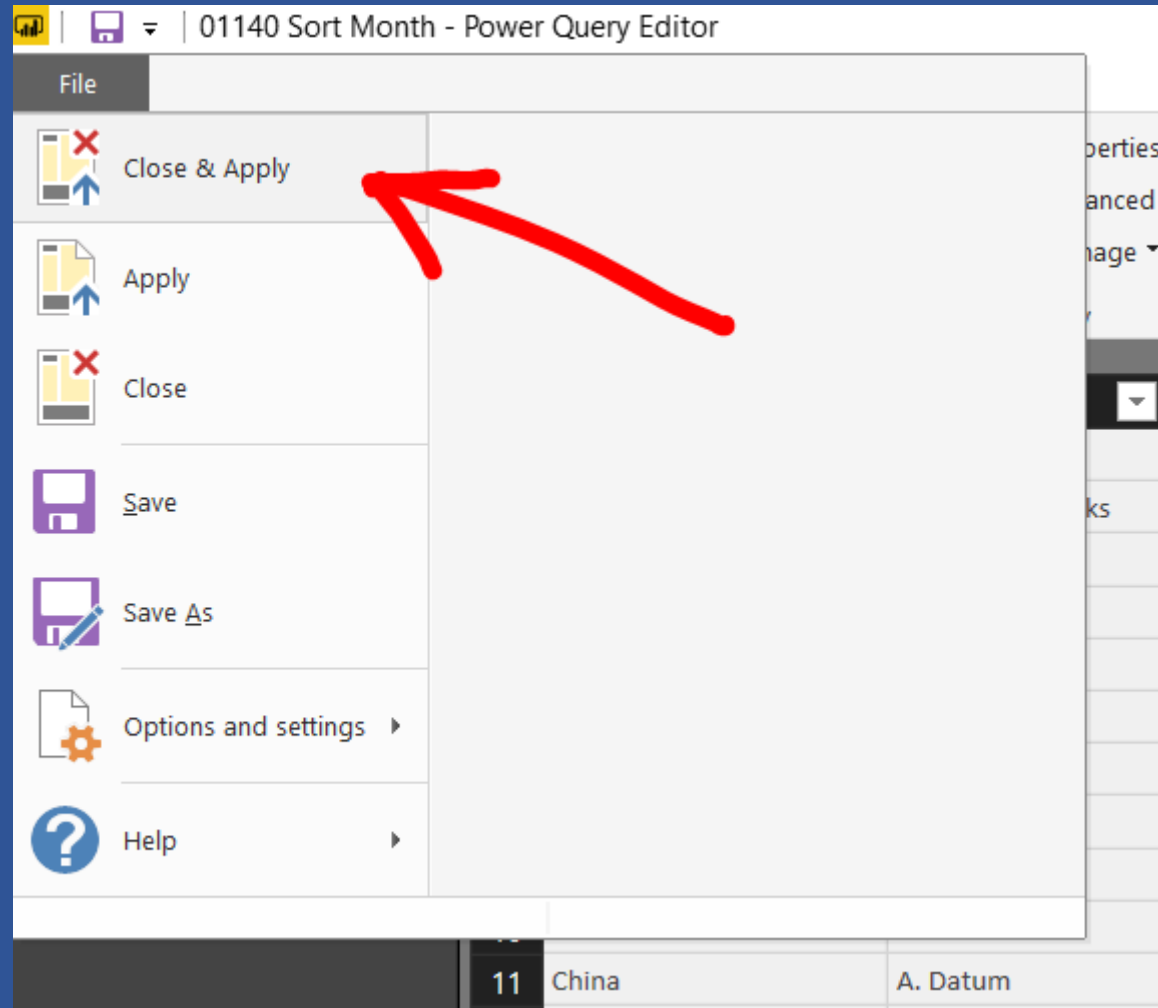
Rename the column

14	1.2 Sale 2015	1.2 Budget	1 ² ₃ Month Number
null	1935	416.6666667	1
5735.48	1559.87	3041.666667	1
7059	null	416.6666667	null
null	null	416.6666667	3
null	null	416.6666667	4
null	null	416.6666667	5
3216	null	416.6666667	6
null	null	416.6666667	7
null	800	416.6666667	8
1617	396	416.6666667	9
3042	936	416.6666667	10
3653	null	416.6666667	11
2810	null	416.6666667	12
null	2937.9	3041.666667	null



Microsoft Power BI

Close & Apply



Microsoft Power BI

Click Visualize / Click Month

CountryRegion

- ☒ China
- ☐ Germany
- ☐ United States

Month	Sale 2015	Budget
July	89,990.85	35,775.00
October	60,055.80	34,775.00
April	55,446.94	35,775.00
August	44,855.46	35,775.00
September	34,111.58	35,775.00
May	32,589.83	35,775.00
June	32,526.40	34,775.00
January	18,997.53	32,025.00

Visualizations: Month Number, Month, Month Number

Filters: Brand, Budget, CountryRegion, Month, Month Number, Sale 2013, Sale 2014, Sale 2015

Red arrow 1 points to the table. Red arrow 2 points to the 'Month' filter in the Filters section of the Fields pane.

Microsoft Power BI

Click Sort by Column / Month Number

The screenshot shows the Microsoft Power BI Desktop interface. The ribbon is set to the 'Modeling' tab, and the 'Sort by Column' button is highlighted with a red arrow. The dropdown menu is open, showing the following options: 'Month (Default)' (checked), 'Brand', 'Budget', 'CountryRegion', 'Month Number' (highlighted with a red arrow), 'Sale 2013', 'Sale 2014', and 'Sale 2015'. The background shows a bar chart titled 'Budget by Brand' with data for 'A. Datum', 'Adventure Works', 'Contoso', 'Fabrikam', and 'Litware'.

Brand	Month Number
A. Datum	
Adventure Works	
Contoso	
Fabrikam	
Litware	

Microsoft Power BI

Sort by Month

The screenshot shows a Power BI report with a table of sales data. The table has three columns: Month, Sale 2015, and Budget. The data is sorted by Month in ascending order. A context menu is open over the table, and a 'Sort by' dropdown is visible on the right. Red arrows indicate the steps to sort the data by Month.

Month	Sale 2015	Budget
February	11,875.41	35,775.00
January	18,997.53	32,025.00
March	18,939.07	35,775.00
April	55,446.94	35,775.00
May	32,589.83	35,775.00
June	32,526.40	34,775.00
July	89,990.85	35,775.00
August	44,855.46	35,775.00
September	34,111.58	35,775.00
October	60,055.80	34,775.00
November		34,775.00
December		32,025.00
Total	399,388.87	418,800.00

Context menu options:

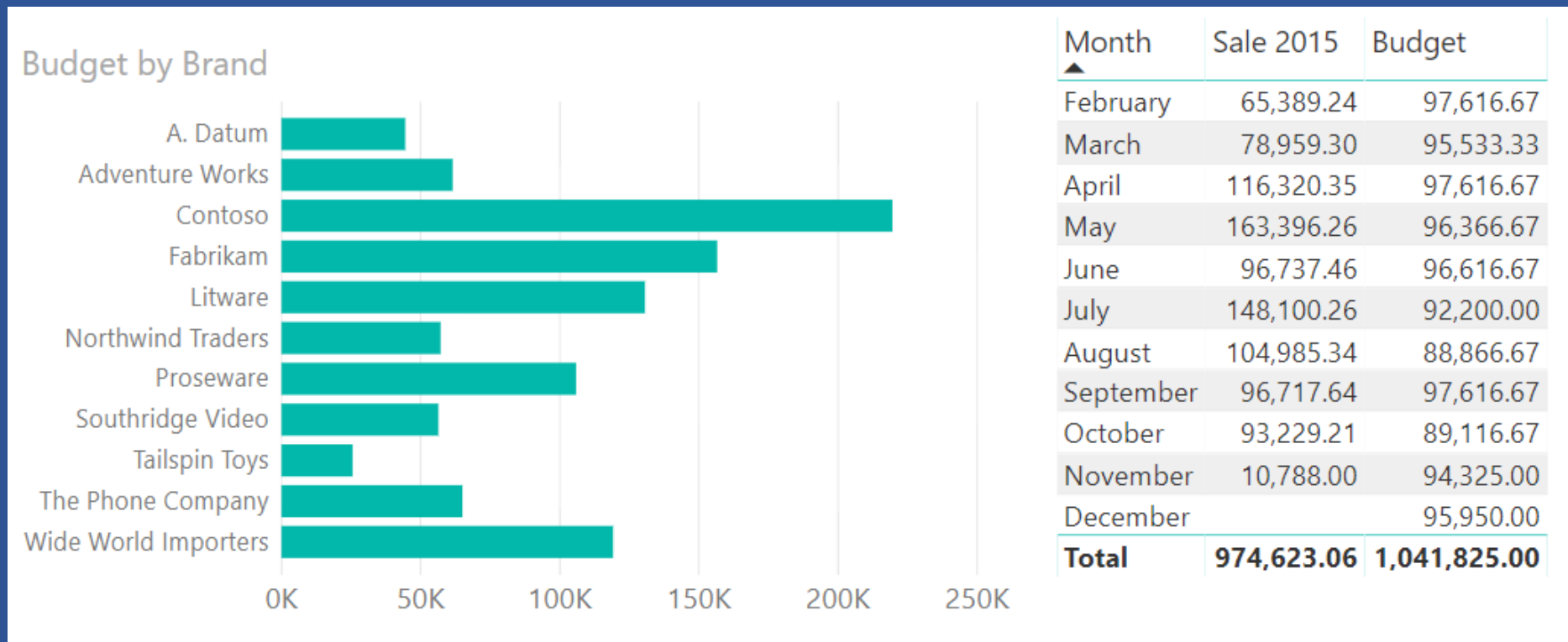
- Export data
- Show Data
- Remove
- Automatically find clusters
- Spotlight
- Sort Descending
- Sort Ascending
- Sort by

Sort by dropdown options:

- Month
- Sale 2015
- Budget

Microsoft Power BI

Final Result



Microsoft Power BI

Exercise

New / Repeat all steps / Create below visuals

