# *ASSIGNMENT 2 – CONNECTING DATA*

• **Connect to the Store Sales Data and do the following: -**

Connecting Sales Data: Open the Power BI Desktop-then click on get data on Power BI Desktop ribbon – select the excel format ,click on connect – then select the data to be loaded from our folder –click on open button. At that time a Navigator page will be opened. Select the tables that we want to open, then click on load button. Our data will be connected.

Below is the print screen of Navigator
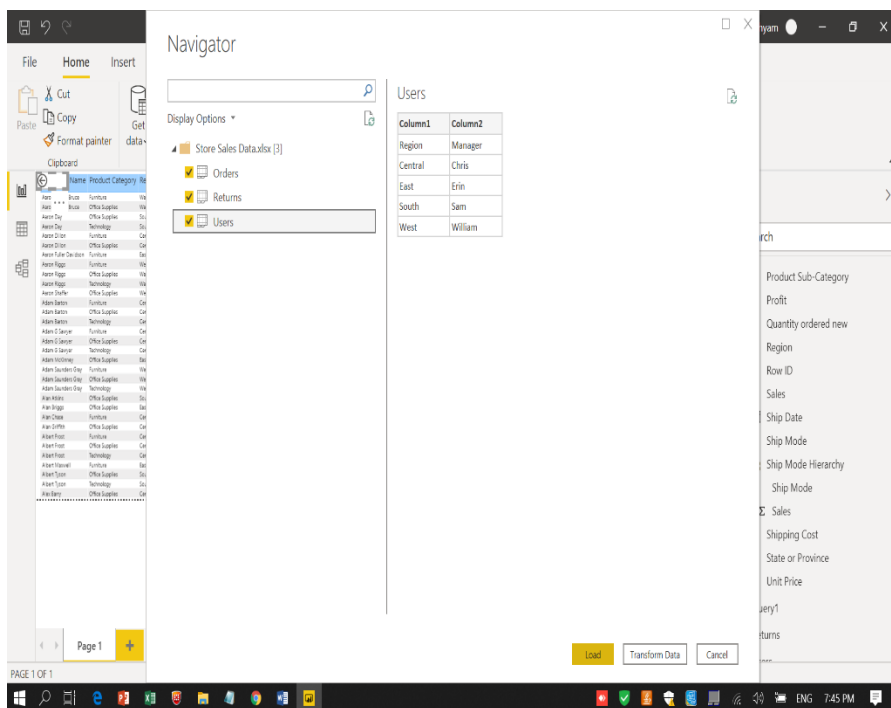
Here is the screen shot of Sales data table

1. **Remove the top blank rows:**

Following are the steps of to remove top blank rows

a. From power BI ribbon select get data .From get data select blank query. Then a blank power BI query editor will be opened.
b. In left hand side shows the tables which are loaded, select the Order table.
c. Home in Power Query Editor, there is an option as "Remove rows". Here is the picture:
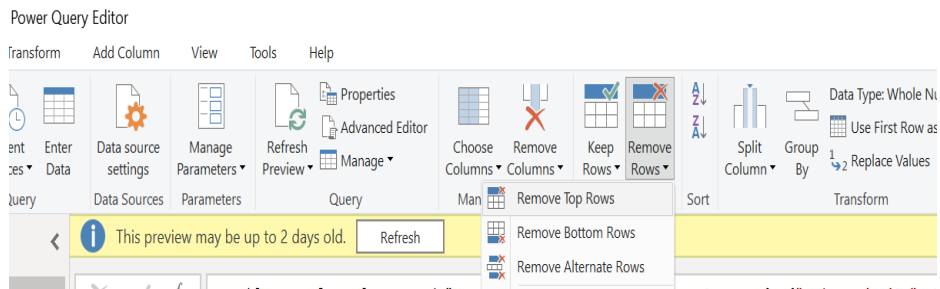
d. From Remove Rows drop down, select the "Remove top Rows".
e. That second a box will be opened to specify how rows may will be removed from first.
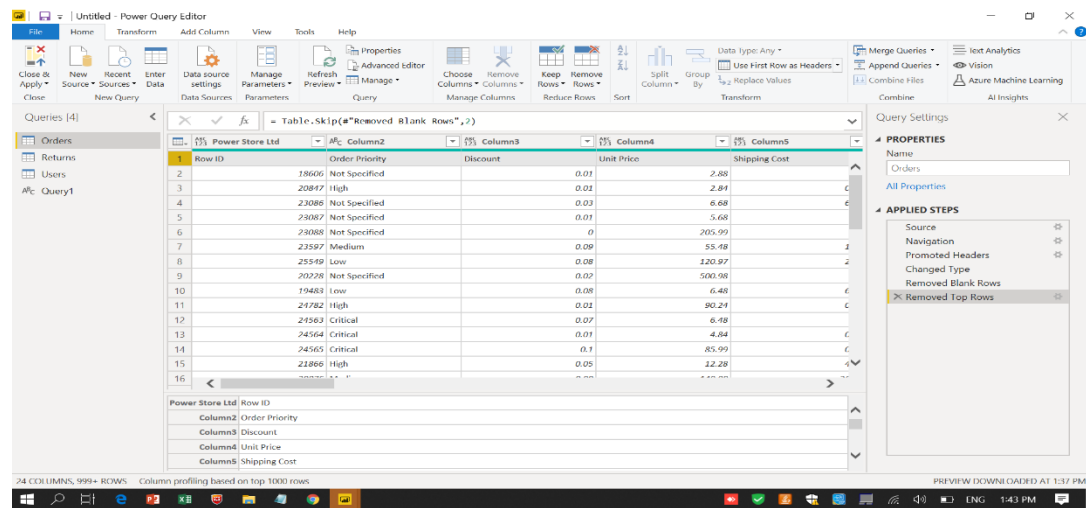f. Here, I specified as 2.

The picture will be shown below:-

g. For removing other blank rows in the table, we select "Remove Blank Rows" from same "Remove rows" option.
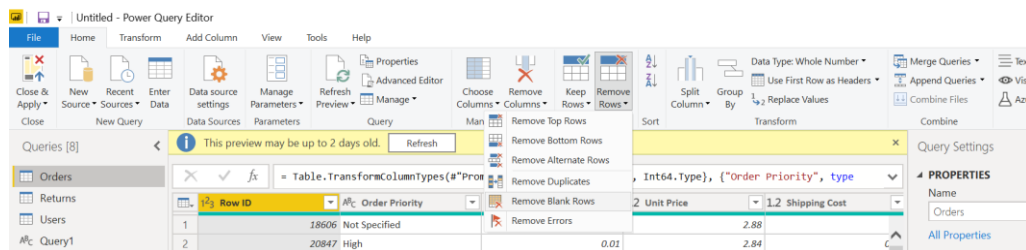
By doing above steps we can remove all blank columns in the table.
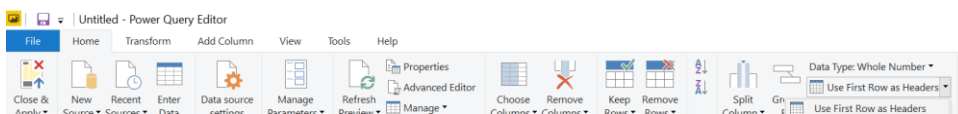
Here is the Final screen shot of table:

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2. Update the column header if they are not updated

In our data set first row indicating column headers. For updating column header we follow below small step.

a) Home in Power Query Editor ,there is an option like "use first row as header"

b) Click that option
c) Our headers will be updated

Below is the picture of table with updated column header

3) Create a text table and show the sales in terms of Customers, Product Category, Regions

a) After doing above steps click close and apply button .So our changes will be affected on tables.

b) Then we back to get Power BI Desktop.

c) From Left hand side, select Report view

d) Then select tables (double click on table) from visualization in right hand side.

e) Then a text table format will be appeared on report view.

f) Drag and drop customer name, Product Category, Regions from the tables to Values which is shown just below the visualization

Here is the picture of text table:
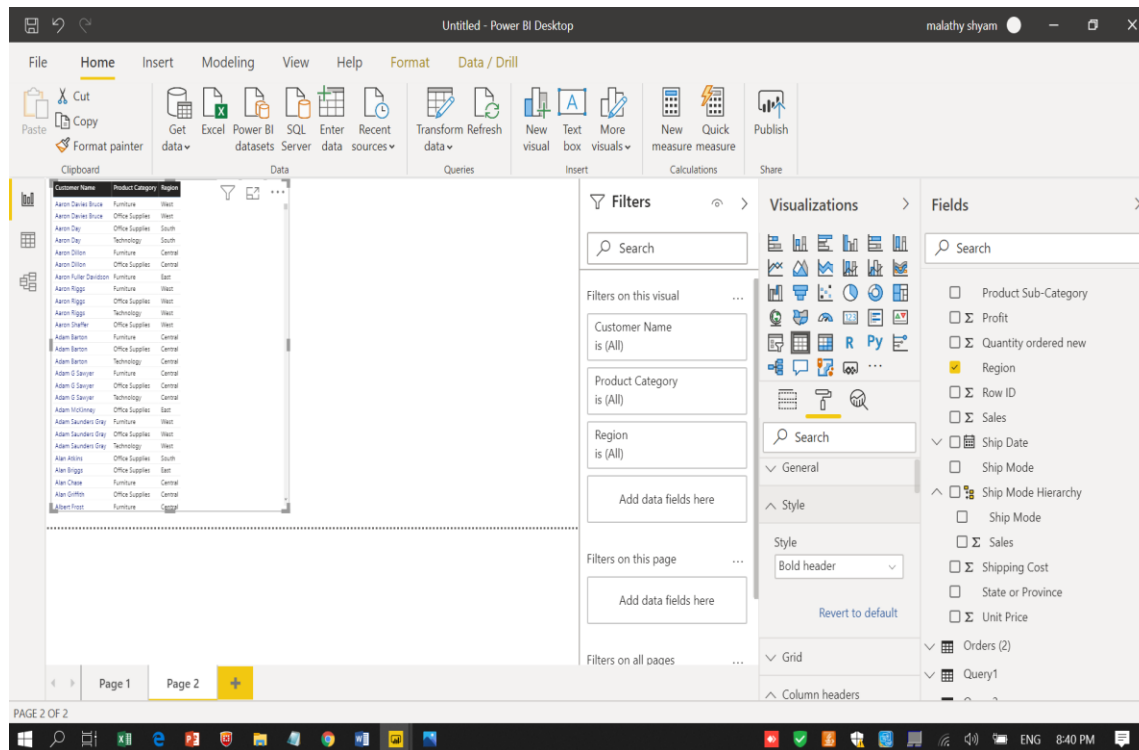
- ## **Create a Donut Chart showing sales in terms of Product category**

      i. Select Report View

     ii. Select Donut Chart from Visualization

    iii. Drag and drop Product category in to Legend section and Sales in to Values from respective table (order table).

    iv. We can make changes by selecting filters icon just below the Visualization.

Here is the Donut Chart
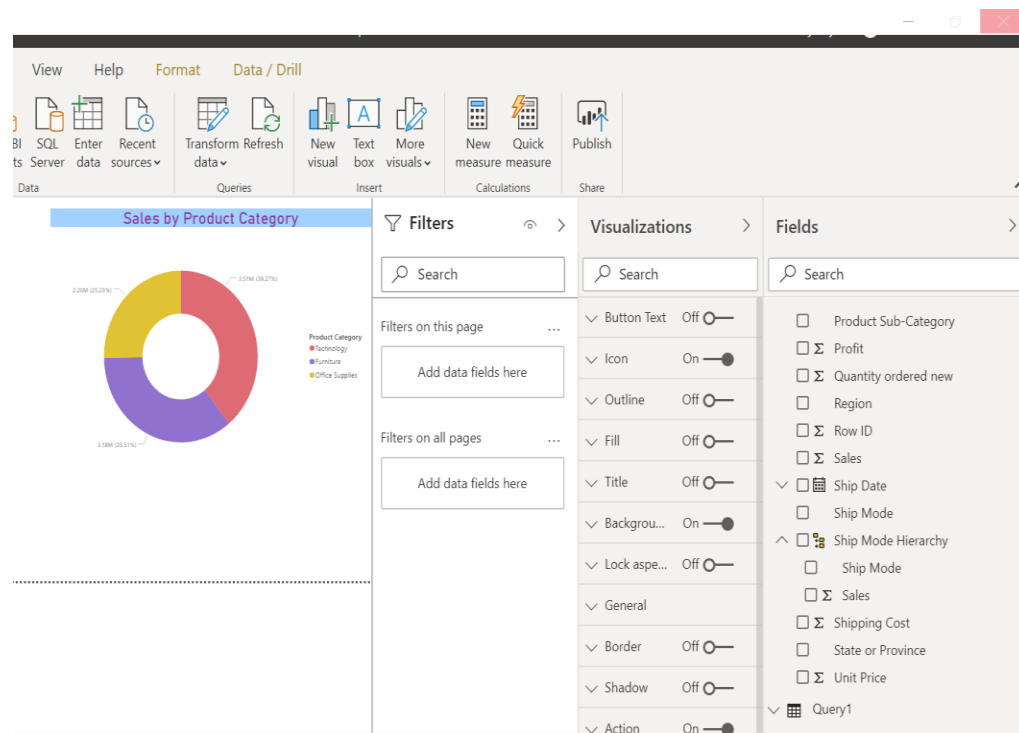
• Create a line and Clustered Column Chart showing the Sales and Discount as per the State or Province – Format the bars and line with different colors – which state has the highest sales in terms Technology

a) **Line chart:**
   I. Click on Report view
   II. Select Line Chart from Visualization
   III. Add state and Province in Axis column
   IV. Drag and drop sales and discount column in "Value field"
   V. Our line chart is ready
   VI. **For formatting, select the line chart and click on format icon which is situated just below Visualization part.**
   VII. **Here I changed the colors of lines which indicates "Sales and Discount".**

VIII. From format, select Data color option and change the color as you want.

b) Clustered Column Chart

    I. Click on Report view
    II. Select Clustered Column Chart from Visualization
    III. Add state and Province in Axis column
    IV. Drag and drop sales and discount column in "Value field"
    V. Our Clustered Column chart is ready
    VI. For formatting, select the Clustered Column chart and click on format icon which is situated just below Visualization part.
    VII. Here I changed the colors of bars which indicates "Sales and Discount".
   **VIII.** From format, select Data color option and change the color as you want.

Which state has the highest sales in terms Technology?

    I. For finding highest sales in terms of Technology, we can drag and drop Product category in filter field and do basic filtering.
    II. I selected Technology to know which Province or state has more sales.
    III. **New York has highest sales in terms of Technology and sales is 397,019.31Million**.

Here is the Pictures of both Line and Clustered Charts
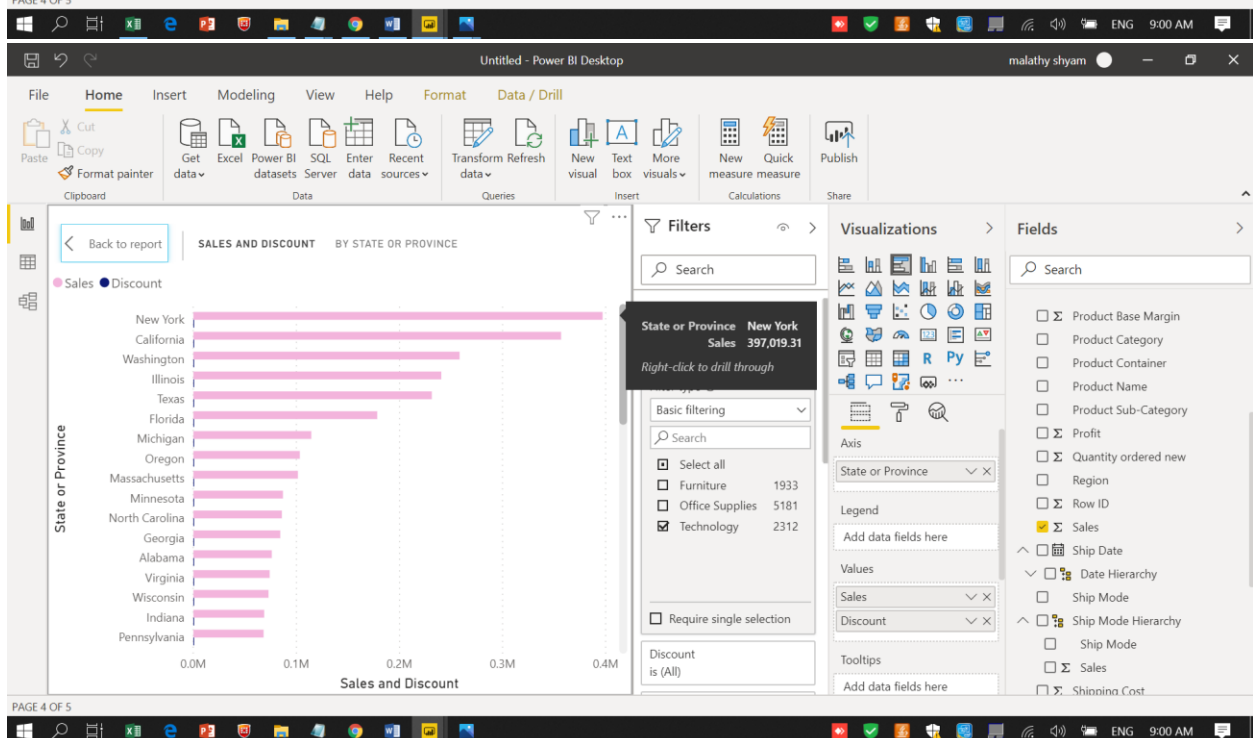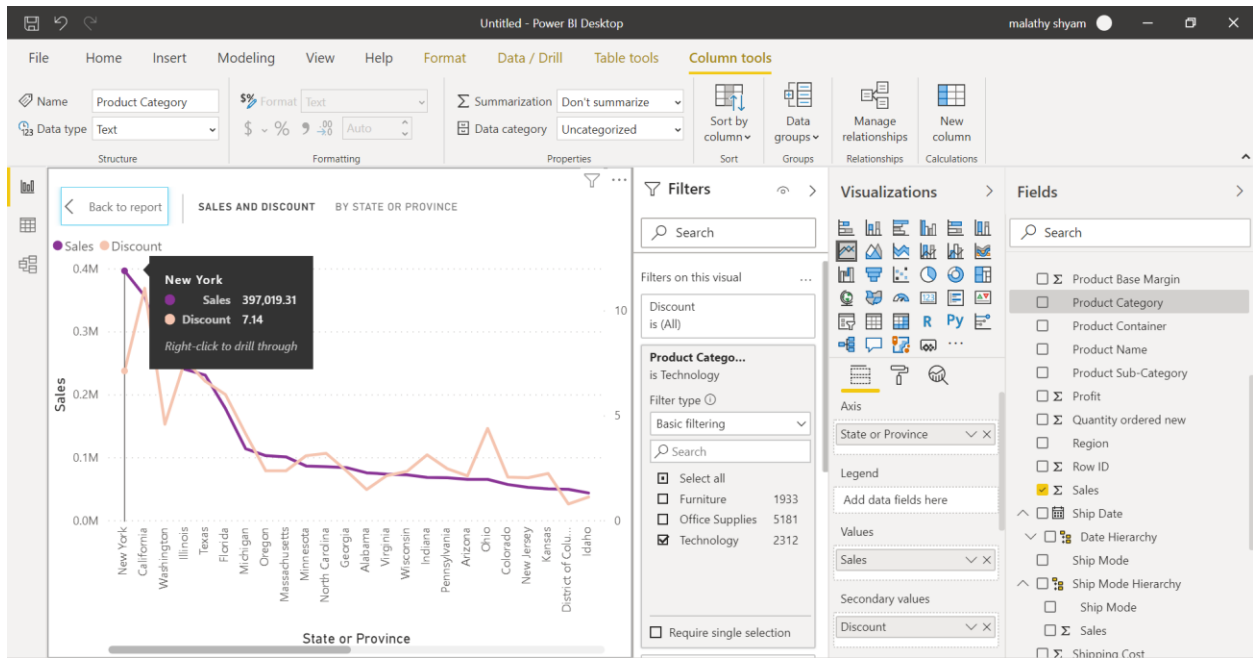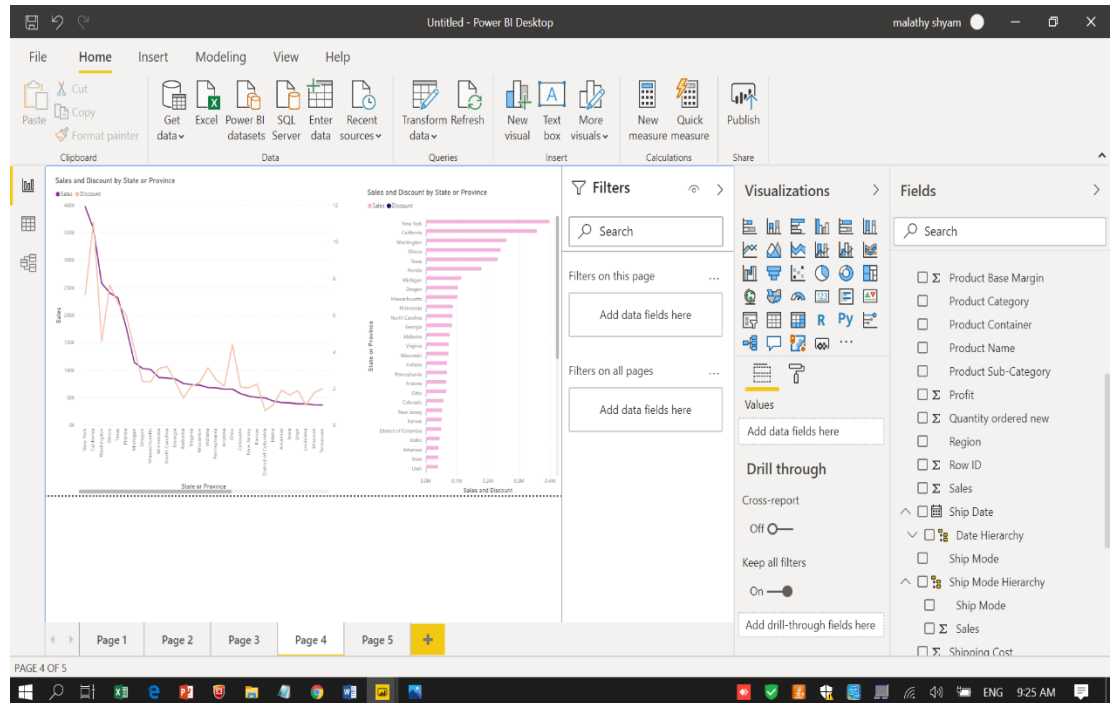
• Create a Slicer and show the regions in dropdown. See how all the visuals mentioned above behaving when a particular region is selected.

I. Select (double click) Slicer from Visualization.
II. Drag and Drop Region column in to Values
III. Then a slicer will be created and we can select the region as central, south, east, and west.
IV. According to select the region ,we can get an idea about the sales in each region
V. Below is the picture of Slicer and I selected the region south. In south Region Florida has highest sales in terms of Technology.

Screen shot of Slicer