



# Microsoft Cloud for Sustainability **in a Day**

## Lab 02: Data ingestion

Step-by-Step Lab

45 minutes

October 2022

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# Overview

## Background

In the previous lab, Wide World Importers' company profile, facilities, and reference data such as Contractual instrument types were created to lay the Master data foundation for Emissions calculations and Reporting. In this lab - we will perform the Activity data ingestion for the Purchased Electricity of the two newly acquired Florida facilities. In addition, we will also ingest emission data related to the charging of the fleet of 50 Fabrikam Electric trucks. The built-in connectors in the Microsoft Sustainability Manager will be used to ingest the Activity data into the application.

## Learning Objectives

In this lab, you will do the following:

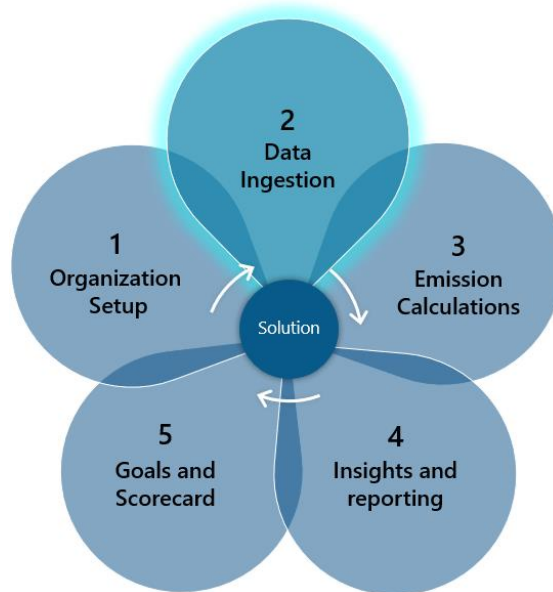
- Use Microsoft Sustainability Manager connectors to ingest data
- Use Power Query to transform the data before ingestion
- Review the ingested data in the "Purchase Electricity Activity Data" Dataverse Table
- The newly ingested activity data during this lab exercise will be utilized in the remaining scenarios (calculations and reporting) in the upcoming lab exercises.

## Prerequisites

- Microsoft Sustainability manager environment is set up with sample data
- Lab 01 organization and reference data is entered.

## Solution Focus Area

In this lab, the focus is on the "Data Ingestion" aspect of the Solution Focus Area. It follows the "Organization and Reference data Set up" and forms the basis for the emission calculations and the reporting thereafter. The Microsoft Sustainability Manager is flexible with multiple automated options to ingest data – such as the connectors as well as manual inputs. For scenarios that may require complex data transformation and/or ETL, tools like Azure Data Factory are recommended. You can explore this functionality in deeper detail on Microsoft Docs, please visit [Overview of Microsoft Cloud for Sustainability Data Import](#)



## Personas and Scenarios

In this lab, Reed Flores – IT Admin for Wide World Importers utilizes the activity data Excel spreadsheets sourced by Alex Serra – Emissions Analyst. The Activity data spreadsheets contain Electricity Purchased for the year 2021 and Miles driven by the fleet of Fabrikam Electric Trucks for the calendar year 2021. Reed utilizes Microsoft Sustainability Manager’s connector functionality to import from the Excel spreadsheets, and reviews other connectors available for future purposes. Reed uses the built-in Power Query functionality to transform the data to match Microsoft Sustainability Manager’s data schema and looks for other potential issues such as case-sensitive data fields.



### Sustainability Lead

*"I provide the requested data from my department to our sustainability team partners"*

Jessie Irwin  
Contoso Corp



### Sustainability Specialist

*"I am responsible for all emissions reporting tasks at my company"*

Amber Rodriguez  
Contoso Corp



### Emissions Analyst

*"I analyze emissions data & send results of analyses to other stakeholders"*

Alex Serra  
Wide World Importers



### IT Admin

*"I'm involved in collecting emissions data and inputting it into our database."*

Reed Flores  
Wide World Importers

In this lab exercise, we will focus on the Lab 2 scenario illustrated below:

## Lab 2



Amber & Jessie introduce Sustainability Manager to Alex and then asks them to fill out the Inventory Plan. Alex does the scoping and with Reed's help, starts setting up the Wide World Importers Organization data and Reference Data.



**Reed** uses the data connectors to import the excel spreadsheet Alex gave them for 1) Electricity Purchased for all of Year 2021 2) Miles driven by Fabrikam Electric Trucks.



**Alex** sets up the Factor Mappings for Purchased electricity and a Factor Library for Miles driven by Electric Vehicles including the Calculations. They then set up calculation profiles for Purchased electricity for facilities, and Miles driven by Electric Vehicles



Amber validates and reviews the data in the Insights section and tells Jessie that the Wide world data is available for them to review. **Jessie** opens the Reporting section to create a new Emissions report.



**Amber** goes into the Scorecards section to set up goals for Wide World Importers to reduce their carbon emissions to 600 mtCO<sub>2</sub>e by end of 2025.

Set up Organization and Reference Data

Ingest Emissions Activity Data

Design Calculation Models and Jobs

Build Reports and gather Insights

Create Carbon Reduction Goals and Scorecards

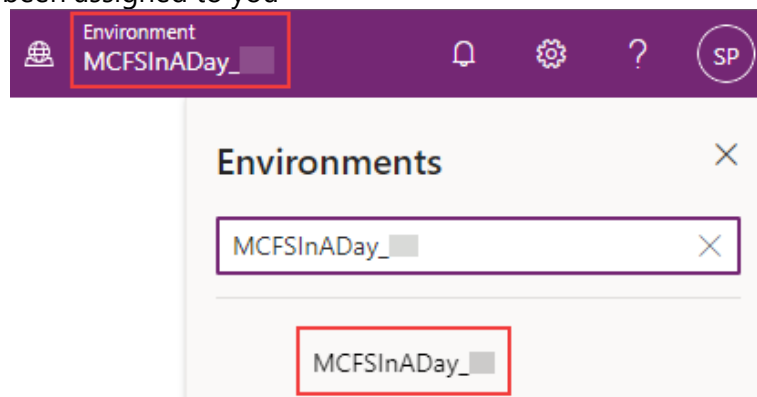
## Exercise 1: Import Data

In this exercise, you will learn about the steps that Reed takes to ingest the spreadsheets given by Alex. Data import is a vital task to bringing large volumes of data into Microsoft Sustainability Manager. Excel is utilized in this lab; however, many pre-built connectors are available, and Partners can build custom connectors to integrate with additional data sources. You can explore this functionality in deeper detail on Microsoft Docs, please visit [Overview of data connectors](#).

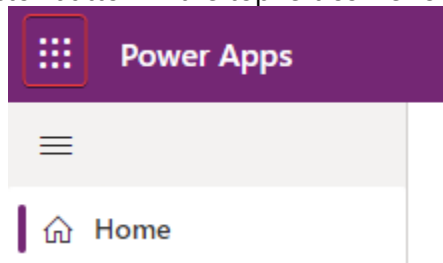
### Important

Please ensure you have completed the previous lab to create Reference Data. The data import process requires all Reference Data to exist, and the process is case sensitive, so please ensure the Reference data that was added has the exact same case formatting as what is found in the lab. Failure to do so will result in errors during the data import process

- For our Instructor Lead Training, we suggest using In-private browsing, or a new browser profile.
- For our Instructor Lead Training, log in to <https://make.powerapps.com> using the mcfsiaduserXX@powerplatformopenhacks.onmicrosoft.com account that has been assigned to you.
- For our Instructor Lead Training, please use the environment selector to select the MCFSInADay\_XX environment that has been assigned to you



- For this lab, you will be utilizing OneDrive. Please ensure that your personal one drive has been initialized by clicking the app selector button in the top left corner of the screen.



- Select one drive from the Apps list



Office →

## Apps

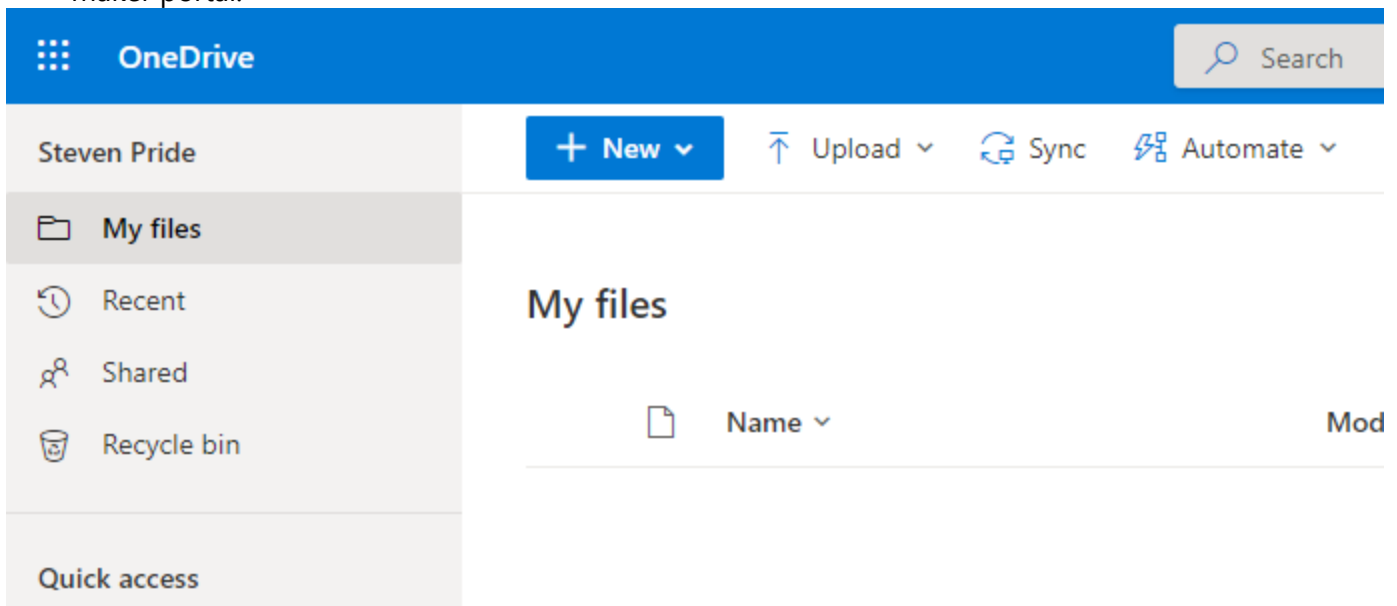


Outlook

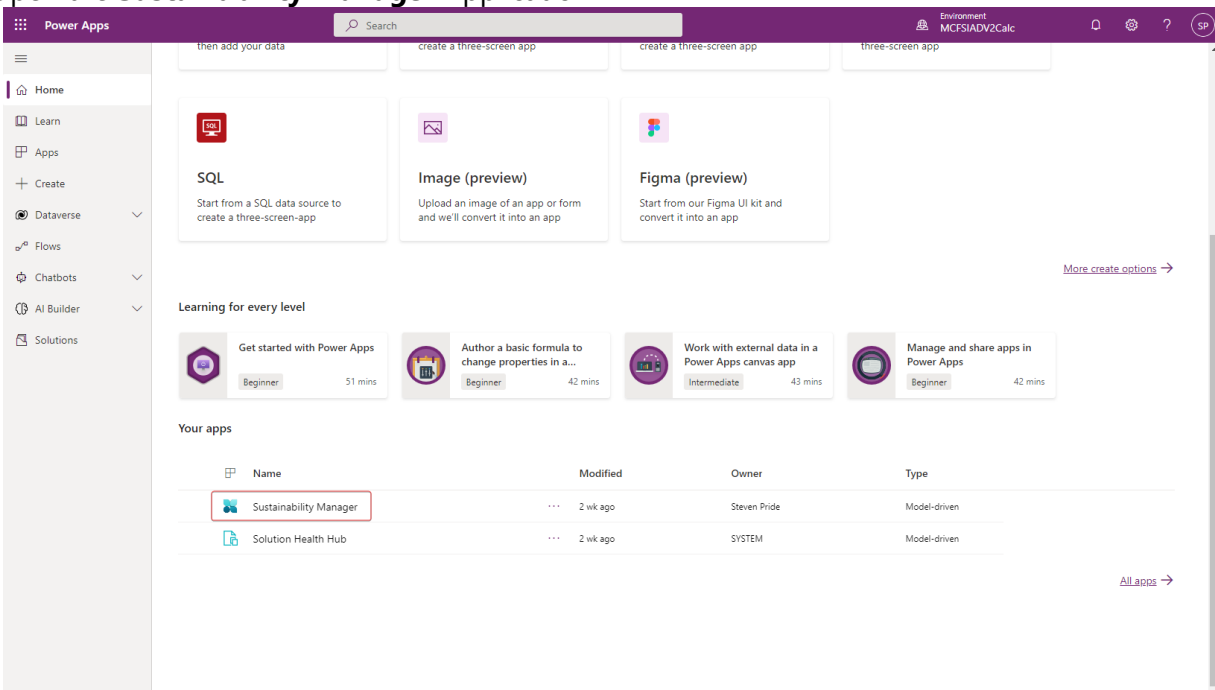


OneDrive

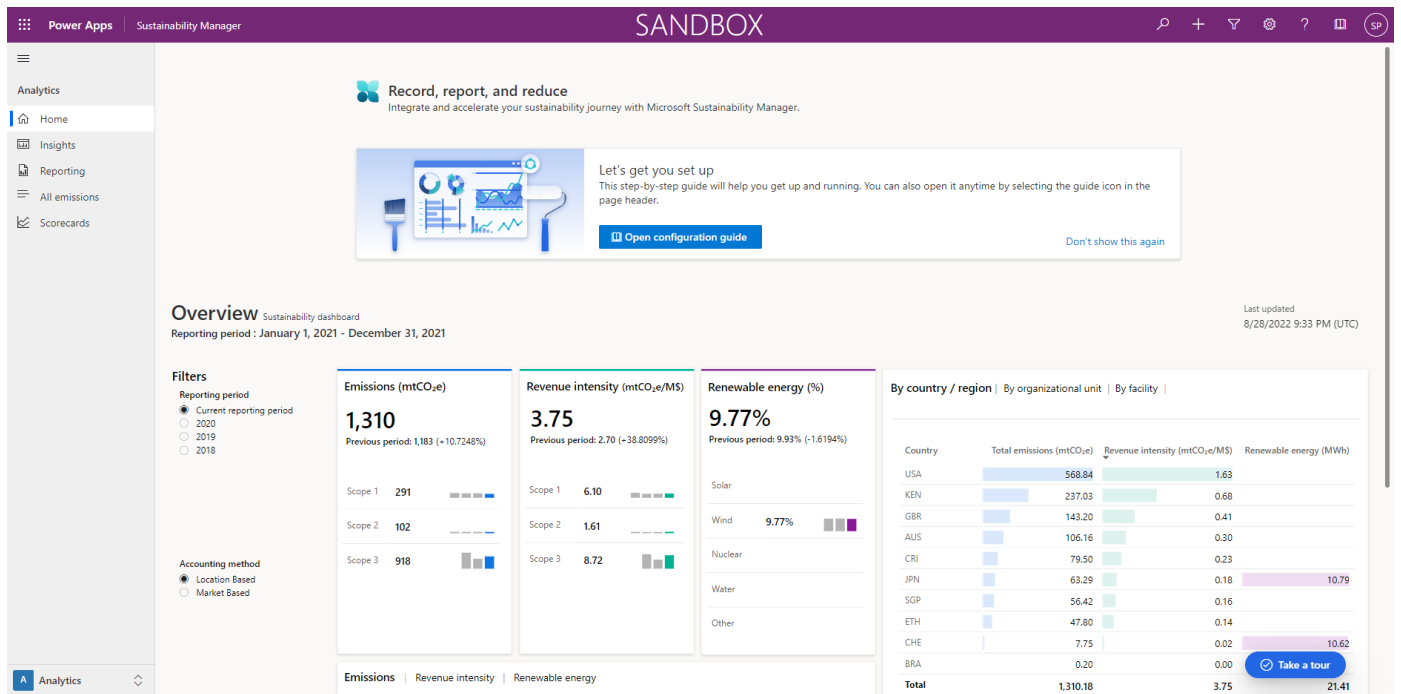
- This will open a new tab with your new OneDrive. You can close this tab and return to the Power Apps maker portal.



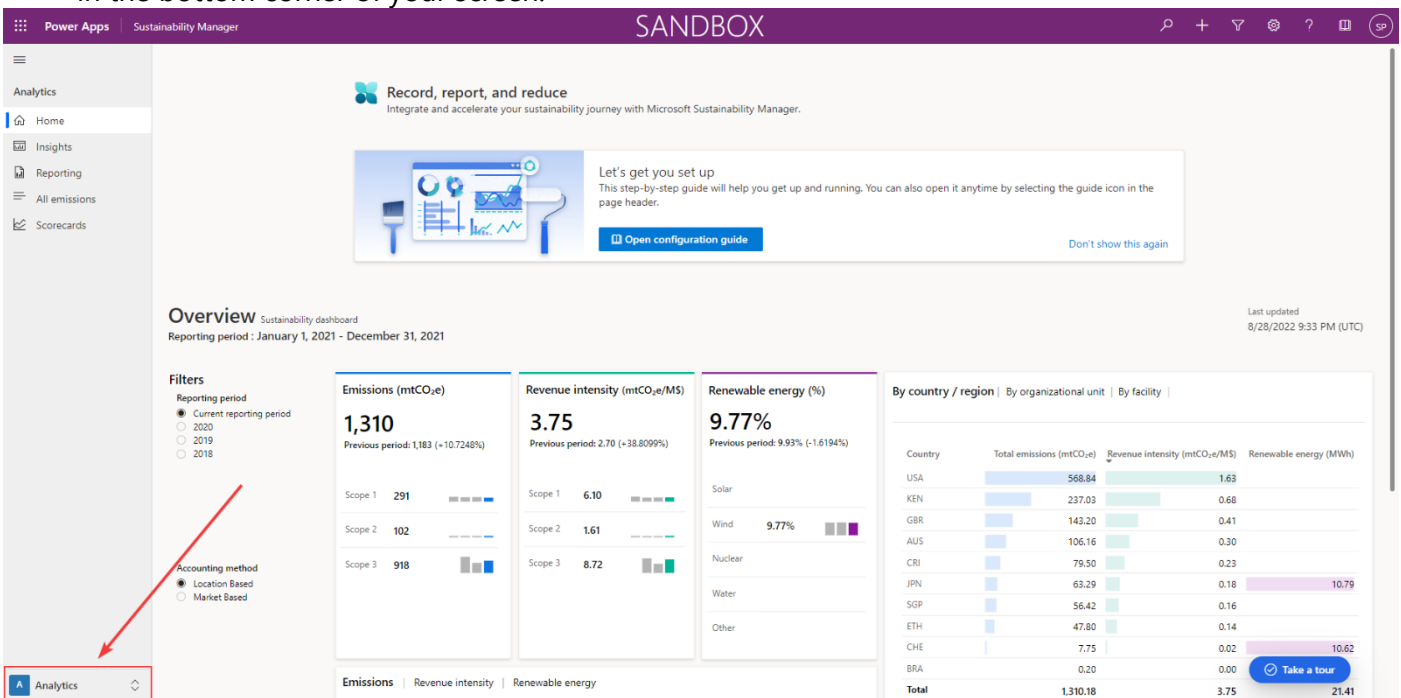
- Open the **Sustainability Manager** Application



- You will land on the **Home** page for Microsoft Sustainability Manager



- Area navigation is a common first step in each lab and exercise. You can find the area navigation menu in the bottom corner of your screen.

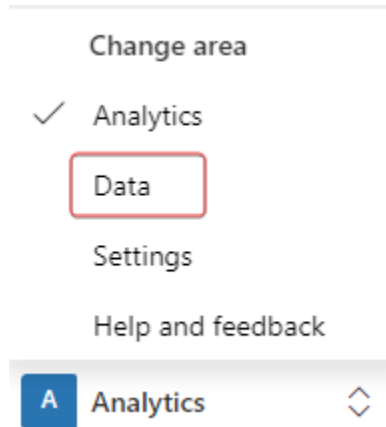




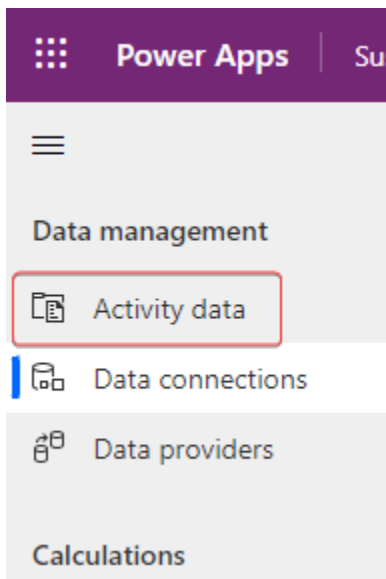
## Task 1: Import 2021 data for “Purchased Electricity” for Facilities

In this task, Reed imports the first excel spreadsheet provided by Alex, Purchased electricity Wide World Importers – 2021.xlsx. This brings in the Electricity Purchased by Wide World Importers facilities for the year 2021 into the Purchased electricity activity data.

1. In the bottom left corner, change the Area to **Data**



2. Navigate to “**Activity data**” on the left side of the page.



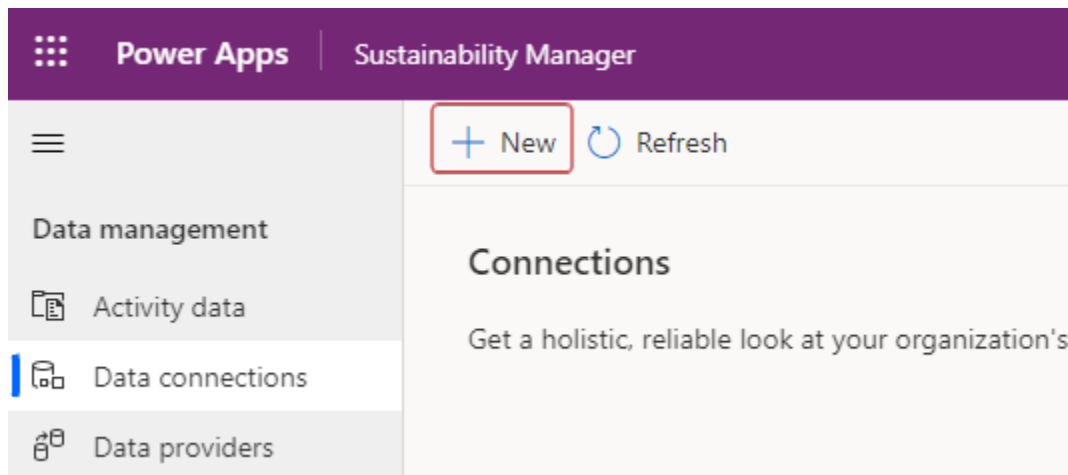
3. Find Purchased electricity in the **Scope 2: Indirect emissions** section, and click **Manage**

| Scope 2: Indirect emissions |                      |                        |                       |
|-----------------------------|----------------------|------------------------|-----------------------|
| Source                      | Data                 | Connections            | Number of connections |
| Purchased cooling           | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased electricity       | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased heat              | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased steam             | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |

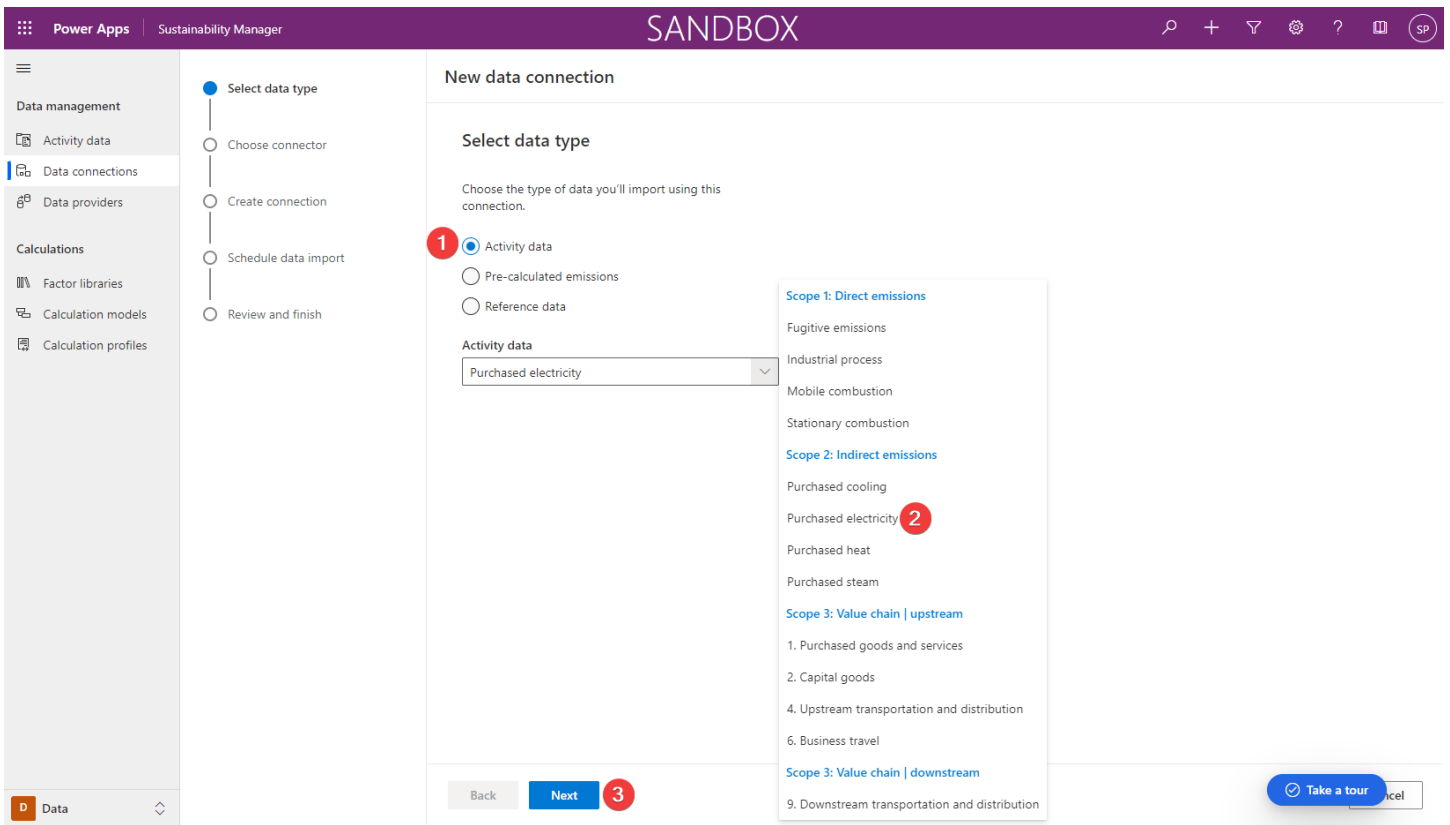
| Scope 3: Value chain   upstream |  |  |  |
|---------------------------------|--|--|--|
|---------------------------------|--|--|--|

4. On the "Connections" view, click **+New**



5. On the "New data connection" wizard:

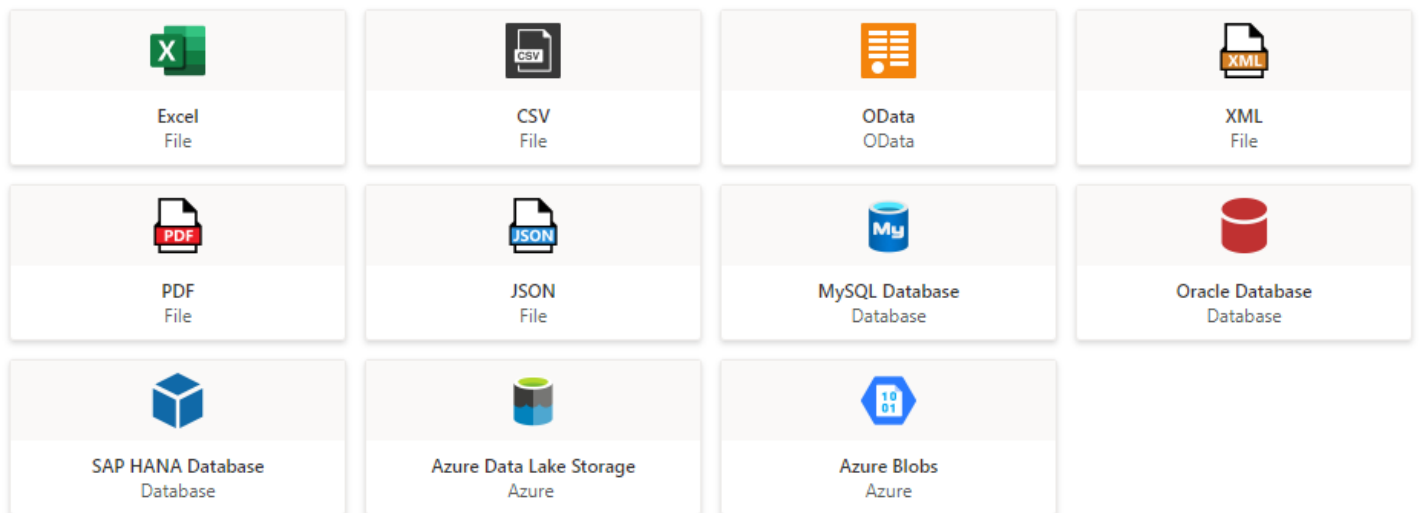
- 1) Select **Activity data** from data type screen
- 2) Choose **Purchased electricity** from the Activity data drop down list
- 3) Click **Next** when finished



6. Take a moment to review the large list of connectors by clicking the “See all Power Query connectors” link

## Choose connector

### Power Query



[See all Power Query connectors](#)

7. Microsoft Sustainability Manager utilizes Power Query for its data ingestion connectors, there is a broad list of connectors available in Power Query. Click Cancel or the X in the top right corner to close the Power Query dialog.



## Choose data source

Select a connector or directly drag a file from your computer.

All categories File Database Power Platform Azure Online services Other

Search

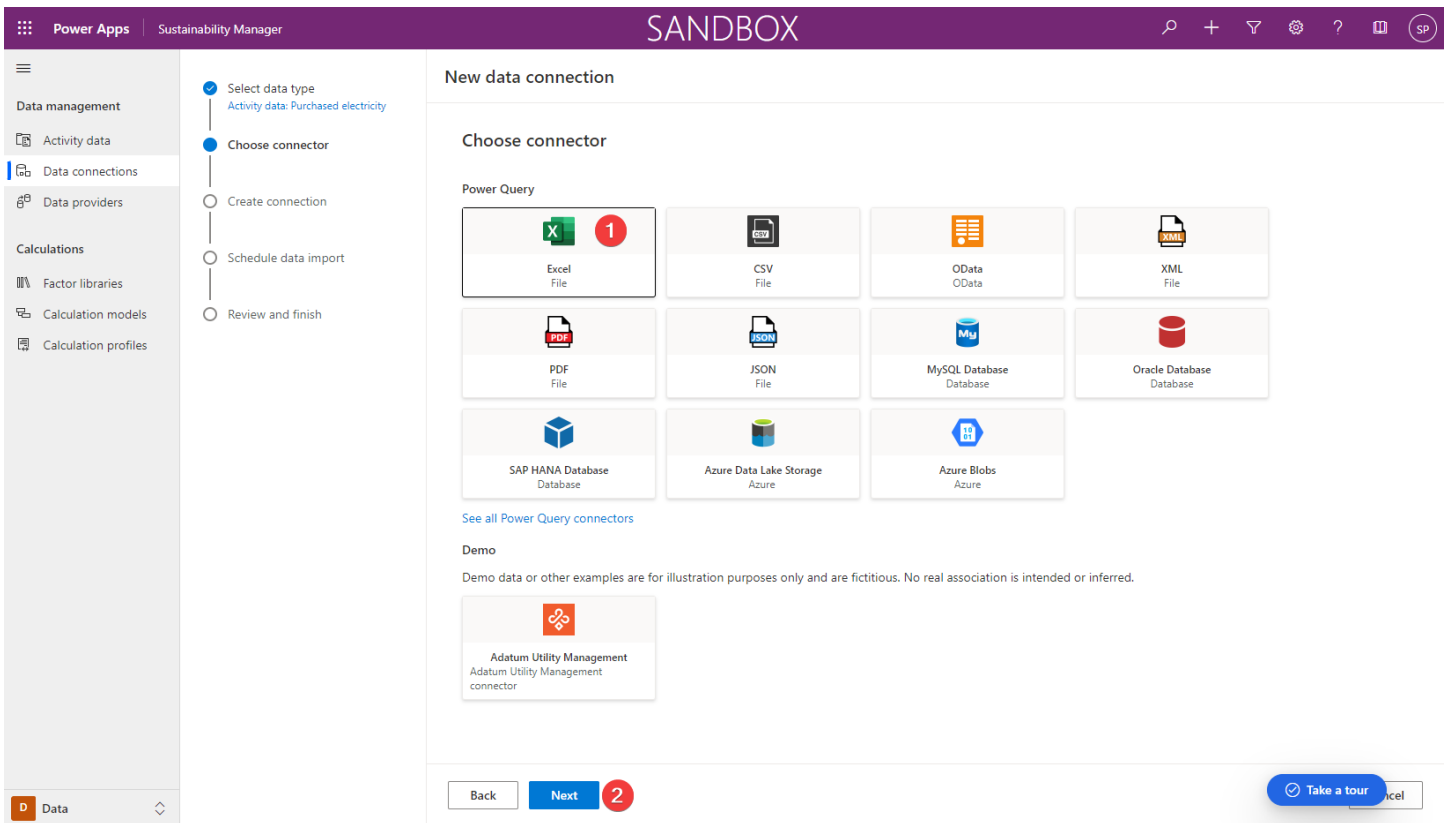
|  |   |                                       |   |  |
|--|---|---------------------------------------|---|--|
| Excel workbook<br>File                   | Text/CSV<br>File                        | XML<br>File                           | JSON<br>File                              | Folder<br>File                               |
| PDF<br>File                              | Parquet<br>File                         | SharePoint folder<br>File             | SQL Server database<br>Database           | Access<br>Database                           |
| SQL Server Analysis Services<br>Database | Oracle database<br>Database             | IBM Db2 database<br>Database          | MySQL database<br>Database                | PostgreSQL database<br>Database              |
| Teradata database<br>Database            | SAP HANA database<br>Database           | SAP BW Application Server<br>Database | SAP BW Message Server<br>Database         | Snowflake<br>Database                        |
| Google BigQuery<br>Database              | Amazon Redshift<br>Database             | Impala<br>Database                    | Dataflows<br>Power Platform               | Dataverse<br>Power Platform                  |
| Azure SQL database<br>Azure              | Azure Synapse Analytics (SQ...<br>Azure | Azure Analysis Services<br>Azure      | Azure Blobs<br>Azure                      | Azure Tables<br>Azure                        |
| Azure Data Explorer (Kusto)<br>Azure     | Azure Data Lake Storage Gen2<br>Azure   | Azure HDInsight Spark<br>Azure        | SharePoint Online list<br>Online services | Microsoft Exchange Online<br>Online services |
| Salesforce objects<br>Online services    | Salesforce reports<br>Online services   | Google Analytics<br>Online services   | Adobe Analytics<br>Online services        | Web API<br>Other                             |
| Web page<br>Other                        | SharePoint list<br>Other                | OData<br>Other                        | Spark<br>Other                            | Odbc<br>Other                                |

Cancel

8. On the "Choose connector" page:

- 1) Select **Excel**
- 2) Click **Next**

**Note:** Notice the Adatum Utility Management connector at the bottom. Data providers and Partners can create their own connectors to be available in Microsoft Sustainability Manager



9. A new dialog will open for Power Query. On the Power Query dialog:

- 1) Click **Upload file**
- 2) Click **Browse**

**Note:** You can also choose to import an existing file located in OneDrive. For simplicity of this lab, we are using the Upload file functionality.

Power Query

Connect to data source

Excel workbook  
File  
[Learn more](#)

Connection settings

☐ Link to file ☒ Upload file (Preview) 1

Drag a file here to upload  
or  
[Browse...](#) 2

Connection credentials

Connection  
Create new connection

Connection name  
Connection

Data gateway  
(none)

Authentication kind  
Anonymous

Back Cancel Next

10. On the file selection window, browse to the location of the excel files that were downloaded.

- 1) Select the **Purchased electricity Wide World Importers - 2021.xlsx** file
- 2) Click **Open**

← → ▾ ↑ This PC > Downloads > Training ▾ ↻ Search Training

Organize ▾ New folder

| Name  | Date modified     | Type                 | Size  |
|---|-------------------|----------------------|-------|
| Fleet Vehicles Miles Driven Wide World I... | 8/10/2022 5:39 PM | Microsoft Excel W... | 62 KB |
| Purchased electricity Wide World Import...  | 8/10/2022 5:39 PM | Microsoft Excel W... | 22 KB |


File name: Purchased electricity Wide World Importers - 2021 Custom files

Open Cancel

11. Once the file is successfully uploaded, it may be required to click the sign in button below to create a new Connection credential, this is done by clicking **Sign in**.


Power Query

### Connect to data source

 Excel workbook  
File  
[Learn more](#)

#### Connection settings

☐ Link to file ☒ Upload file (Preview) ⓘ

 Purchased electricity Wide World Importers - 2021 1.xlsx  
Upload successful (21.3 KB)

#### Connection credentials

Connection  
Create new connection ▼ ↻

Connection name  
Connection

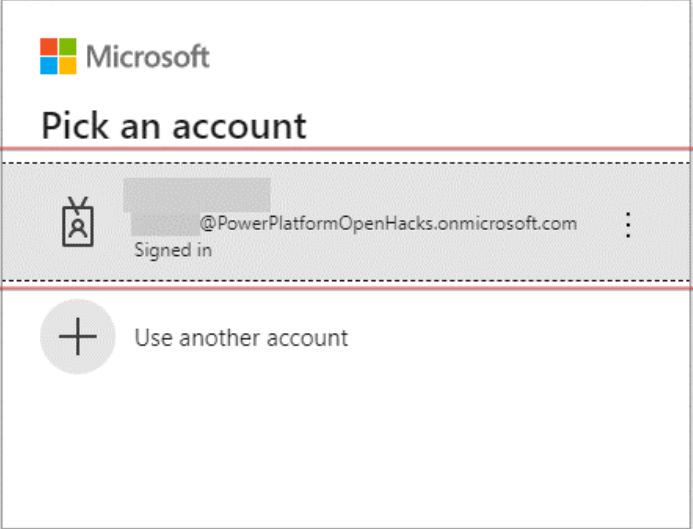
Data gateway  
(none) ▼ ↻

Authentication kind  
Organizational account ▼

You are not signed in. Please sign in.

Sign in

12. An Office 365 Sign in dialog will appear. Reed selects their user from the list. (For the purposes of this lab, select your "In a Day" user account from the list).



The image shows a Microsoft sign-in dialog titled "Pick an account". It features the Microsoft logo at the top. Below the title, there is a list of accounts. The first account is highlighted with a red box and contains a profile icon, a blurred name, the email address "@PowerPlatformOpenHacks.onmicrosoft.com", and the text "Signed in". Below this list is a button with a plus icon and the text "Use another account". At the bottom of the dialog, there are links for "Terms of use" and "Privacy & cookies", followed by a three-dot menu icon.

13. Once the sign in process is completed, the new connection is automatically selected. Click **Next**.

Power Query

Excel workbook

File

Learn more

Connection settings

Link to file

Upload file (Preview)

Purchased electricity Wide World Importers - 2021 1.xlsx

Upload successful (21.3 KB)

Connection credentials

Connection

@PowerPlatformOpenHacks.onmicr...

Authentication kind: Organizational account

Edit connection

Back

Cancel

Next

14. On the "Choose data" page of the Power Query wizard:

- 1) Select the **"Purchased electricity"** sheet
- 2) Click **Transform data**

Power Query

Choose data

Search

Display options

Excel workbook

Table1

Purchased electricity

Purchased electricity

| Name                 | Contracted firm | Connection | Description  | Provider         | Evidence | Organizational Unit  | Facility                            | Is Renewable |
|----------------------|-----------------|------------|--|------------------|----------|----------------------|-------------------------------------|--------------|
| PurchasedElectricity | VanArsdel Ltd   | null       | January activity data from purchased electricity   | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | February activity data from purchased electricity  | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | March activity data from purchased electricity     | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | April activity data from purchased electricity     | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | May activity data from purchased electricity       | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | June activity data from purchased electricity      | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | July activity data from purchased electricity      | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | August activity data from purchased electricity    | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | September activity data from purchased electricity | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | October activity data from purchased electricity   | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | November activity data from purchased electricity  | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | VanArsdel Ltd   | null       | December activity data from purchased electricity  | Electric Company | null     | Wide World Importers | Wide World Importers - Miami Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | January activity data from purchased electricity   | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | February activity data from purchased electricity  | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | March activity data from purchased electricity     | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | April activity data from purchased electricity     | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | May activity data from purchased electricity       | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | June activity data from purchased electricity      | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | July activity data from purchased electricity      | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | August activity data from purchased electricity    | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | September activity data from purchased electricity | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | October activity data from purchased electricity   | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | November activity data from purchased electricity  | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |
| PurchasedElectricity | Adatum Corp     | null       | December activity data from purchased electricity  | Electric Company | null     | Wide World Importers | Wide World Importers - Tampa Office | No           |

Back

Cancel

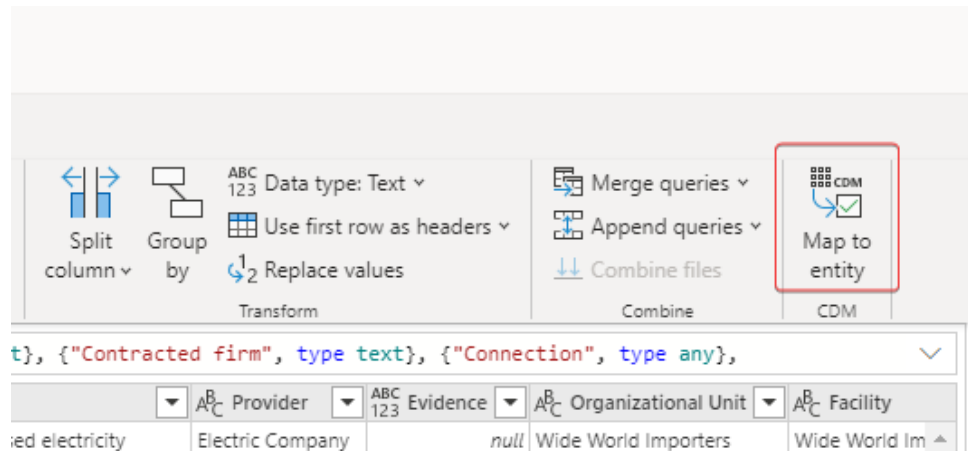
Transform data

16



On the "Transform data" page of the Power Query wizard, various data and column transformations can be performed. This will allow for the adjusting of data types, update column mappings, and even perform advanced transformations familiar with in Power Platform Dataflows or Power BI Datasets.

15. In this scenario, Reed will need to map the columns from the spreadsheet to the columns in Microsoft Sustainability Manager. To do this click on Map to entity in the upper right corner of the dialog window.



16. On the "Map to CDM entity" of the dialog window we need to:
  - 1) Select the table name, "**Purchased energy**"
  - 2) Select "**Auto map**" to allow any automatic mappings to occur
  - 3) Contractual Instrument Type was "Not mapped", hence Reed selects "**Contracted firm**" from the list of options in the "Query output column"
  - 4) Energy Provider name was "Not mapped", select "**Provider**" from the list of options in the "Query output column"
  - 5) When finished, click "**OK**"

## Map to CDM entity

Map the columns from your query output to attributes of a standard Common Data Model (CDM) entity.

[Learn more](#)

Purchased energy

1

2

Auto map

Clear all mappings

Entity description

Electric energy, measured in MWh, delivered by the utility to a customer in accordance with the signed agreement.

| Query output column    | Entity attribute ↑          | Mapping type |
|------------------------|-----------------------------|--------------|
| Consumption End Date   | Consumption End Date        | Auto mapped  |
| Consumption Start Date | Consumption Start Date      | Auto mapped  |
| Contracted firm        | Contractual Instrument Type | Mapped       |
| Cost                   | Cost                        | Auto mapped  |
| Cost unit              | Cost unit                   | Auto mapped  |
| Data Quality Type      | Data Quality Type           | Auto mapped  |
| Description            | Description                 | Auto mapped  |
| Provider               | Energy Provider Name        | Mapped       |
| Evidence               | Evidence                    | Auto mapped  |
| Facility               | Facility                    | Auto mapped  |
| Is Renewable           | Is Renewable                | Auto mapped  |
| Meter number           | Meter number                | Not mapped   |

5

OK

Cancel

17. The “Transform data” page should now look like this

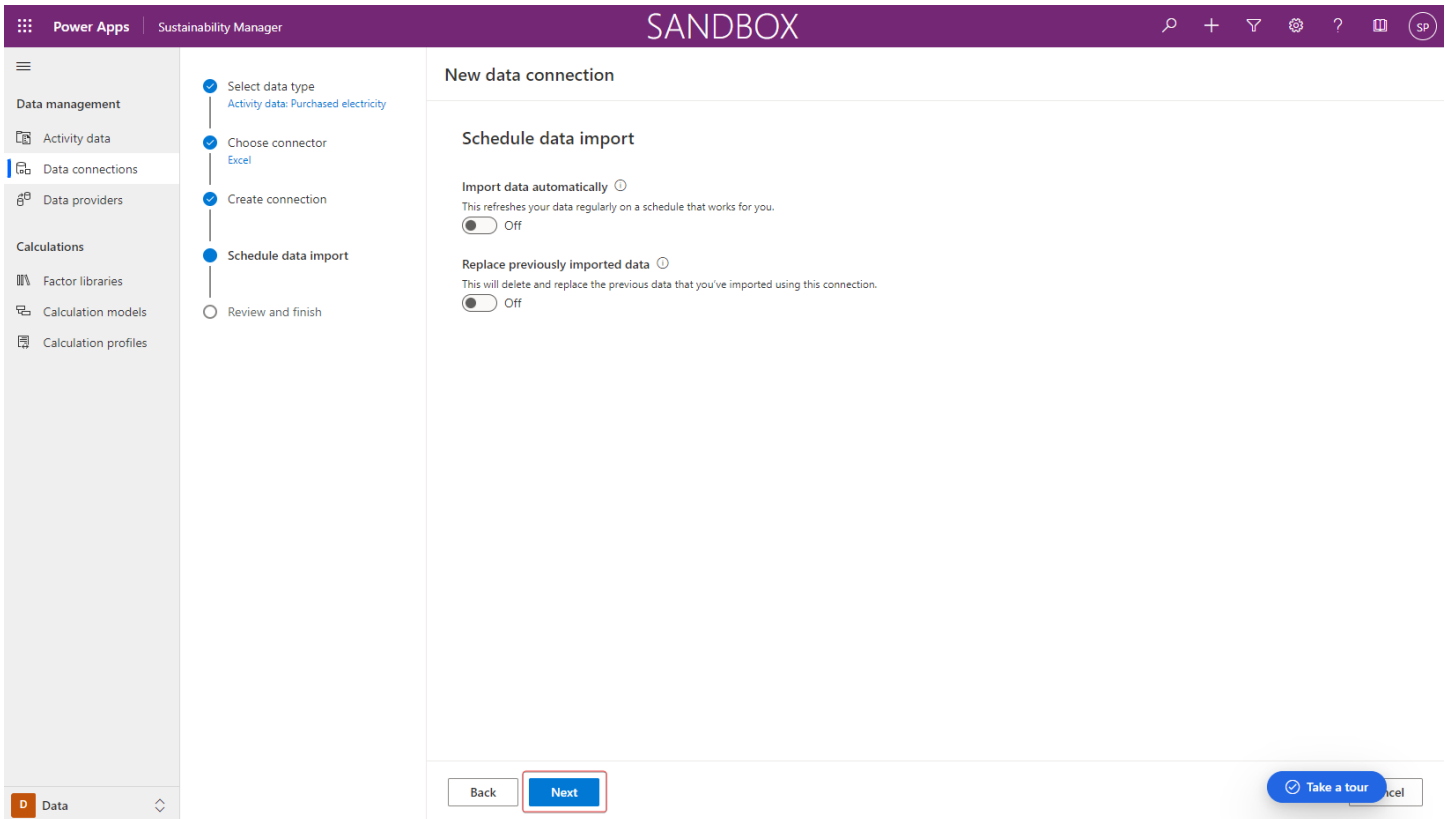
**Note:** Observe that the column names have changed to Contractual Instrument Type and Energy Provider Name.



Turning on “Import data automatically” will give the option to set a schedule to have the data imported automatically, this may be a good option if the connector will be used in a scenario where the data will change frequently such as a web API or FTP server.

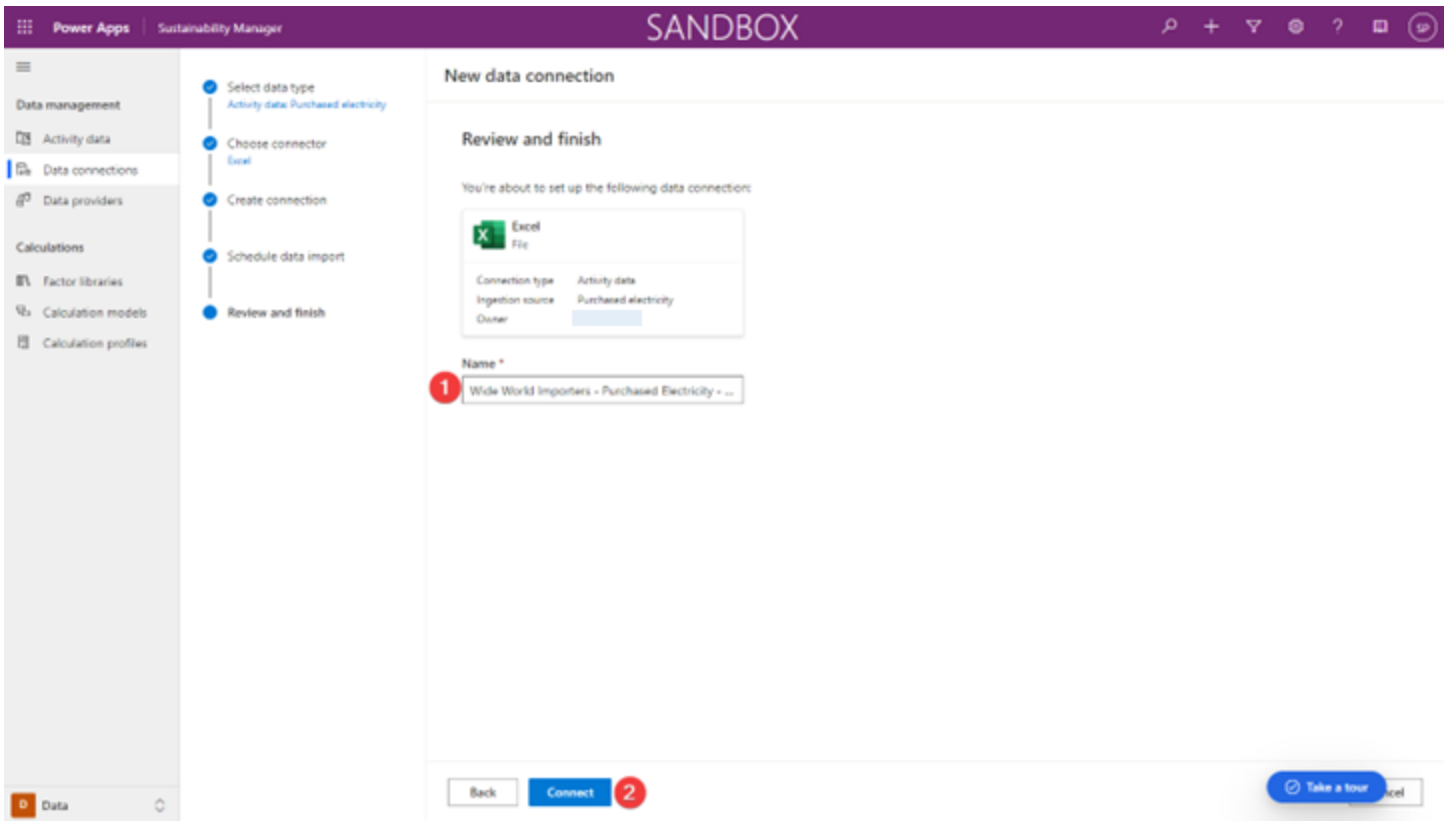
Turning on “Replace previously imported data” will remove all previously imported data and bring in the full data set that was retrieved, this may be a good option if the data source is not only providing data from the last import or always includes a full set of data. For this scenario of importing historical data, leave both options turned off.

Click “**Next**” when finished



20. On the “Review and finish” page:

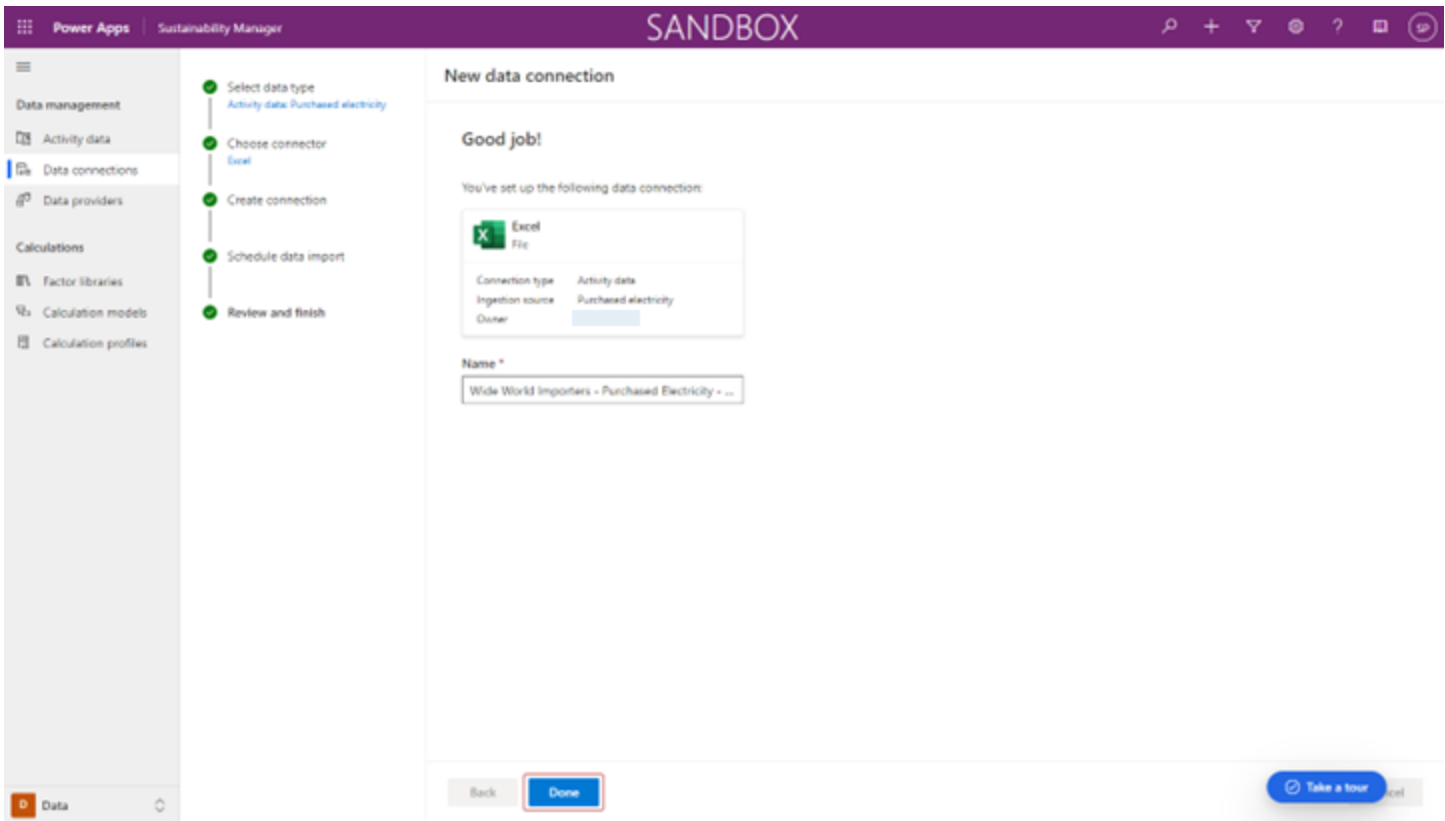
- 1) Enter a name for the new connection, such as “**Wide World Importers - Purchased Electricity - 2021**”
- 2) Click “**Connect**”



21. At the bottom of the window, there will be a message, "Creating connection..."



22. Once the connection is created, click "**Done**"



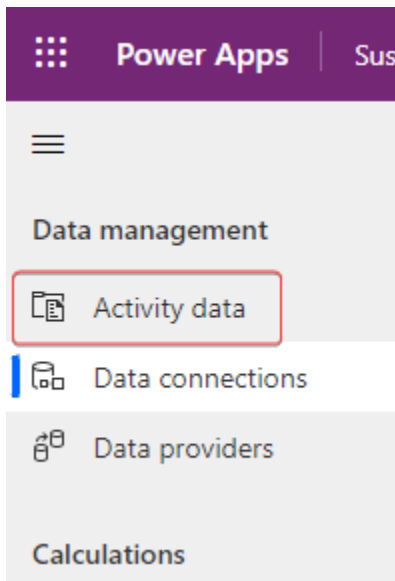
23. The “**Connections**” view will now be visible, along with the status of the recently created connection. It should say “**Processing**”

| Connections <span>Clear all filters</span> <span>Filters</span> <input type="text" value="Search"/> <span>List</span>   |                 |                       |       |                   |              |                  |            |
|---|-----------------|-----------------------|-------|-------------------|--------------|------------------|------------|
| Get a holistic, reliable look at your organization's emissions by using data connections to import activity and reference data. <a href="#">Learn more about data connections</a> |                 |                       |       |                   |              |                  |            |
| Name  | Connection type | Ingestion source      | Owner | Last refresh      | Next refresh | Inserted records | Status     |
| Wide World Importers - Purc...  | Activity data   | Purchased electricity |       | 8/11/2022 1:43 PM | —            | 24               | Processing |

24. After a minute or two click the “**Refresh**” button above the list to see the updated status, which should be “**Completed**”

| <span>+ New</span> <span>Refresh</span>   |                 |                       |       |                   |              |                  |          |
|---|-----------------|-----------------------|-------|-------------------|--------------|------------------|----------|
| Connections <span>Clear all filters</span> <span>Filters</span> <input type="text" value="Search"/> <span>List</span>   |                 |                       |       |                   |              |                  |          |
| Get a holistic, reliable look at your organization's emissions by using data connections to import activity and reference data. <a href="#">Learn more about data connections</a> |                 |                       |       |                   |              |                  |          |
| Name  | Connection type | Ingestion source      | Owner | Last refresh      | Next refresh | Inserted records | Status   |
| Wide World Importers - Purc...  | Activity data   | Purchased electricity |       | 8/11/2022 1:43 PM | —            | 24               | Complete |

25. Navigate to “**Activity data**” on the left side of the page.



26. Find Purchased electricity in the Scope 2: Indirect emissions section, and click **View**

Scope 2: Indirect emissions

| Source                | Data                 | Connections            | Number of connections |
|-----------------------|----------------------|------------------------|-----------------------|
| Purchased cooling     | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased electricity | <a href="#">View</a> | <a href="#">Manage</a> | 2                     |
| Purchased heat        | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased steam       | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |

Scope 3: Value chain | upstream

27. The Purchased electricity view shows all purchased electricity activity data that has been imported

Power Apps | Sustainability Manager | **SANDBOX**

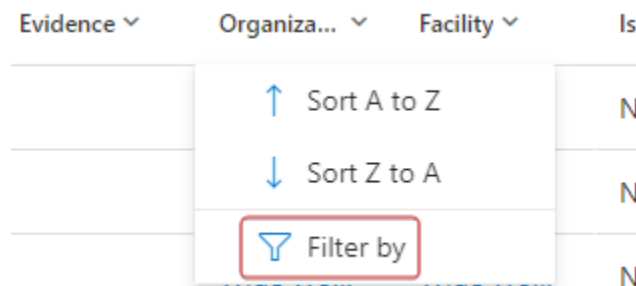
← Show Chart + New Refresh Email a Link Flow Run Report Excel Templates Export to Excel Import from Excel

**Purchased electricity\*** Edit columns Edit filters Search this view

|  | Name                 | Contra...   | Connection | Description    | Energy Pr...  | Evidence | Organizat... | Facility   | Is Renewa... | Consump...  | Consump... | Quantity     | Quantity ... | Da |
|--|----------------------|-------------|------------|----------------|---------------|----------|--------------|------------|--------------|-------------|------------|--------------|--------------|----|
|  | PurchasedElectric... | VanArsde... | Wide Wo... | January a...   | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 1/31/2021   | 1/1/2021   | 4,022.151... | kWh          |    |
|  | PurchasedElectric... | VanArsde... | Wide Wo... | July activi... | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 7/31/2021   | 7/1/2021   | 3,858.722... | kWh          |    |
|  | PurchasedElectric... | VanArsde... | Wide Wo... | October ...    | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 10/31/20... | 10/1/2021  | 2,428.723... | kWh          |    |
|  | PurchasedElectric... | VanArsde... | Wide Wo... | Decembe...     | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 12/31/20... | 12/1/2021  | 4,006.636... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | January a...   | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 1/31/2021   | 1/1/2021   | 3,519.037... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | April acti...  | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 4/30/2021   | 4/1/2021   | 2,831.273... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | June activ...  | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 6/30/2021   | 6/1/2021   | 3,387.645... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | August a...    | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 8/31/2021   | 8/1/2021   | 1,504.602... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | Septemb...     | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 9/30/2021   | 9/1/2021   | 2,494.647... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | October ...    | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 10/31/20... | 10/1/2021  | 1,689.632... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | Novembe...     | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 11/30/20... | 11/1/2021  | 3,882.752... | kWh          |    |
|  | PurchasedElectric... | Adatum ...  | Wide Wo... | Decembe...     | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 12/31/20... | 12/1/2021  | 3,002.299... | kWh          |    |
|  | PurchasedElectric... | VanArsde... | Wide Wo... | February       | Electric C... |          | Wide Wo...   | Wide Wo... | No           | 2/28/2021   | 2/1/2021   | 1,567.615... | kWh          |    |

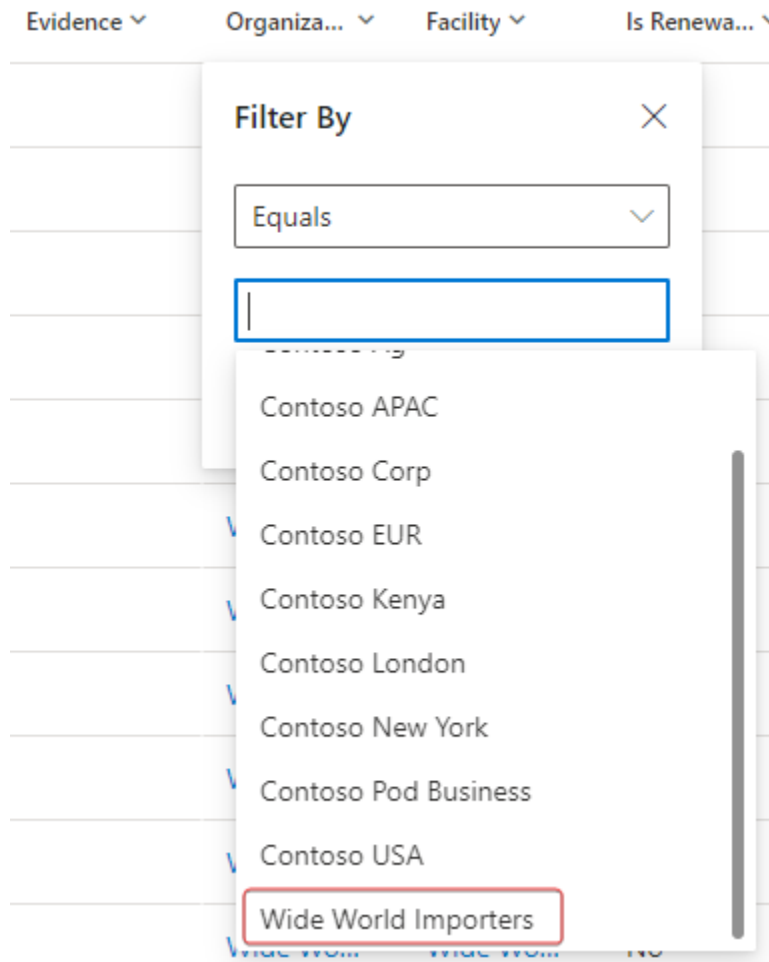
1 - 24 of 24

28. Filter the view by clicking the down arrow next to the **Organizational Unit** column, and selecting **Filter by**

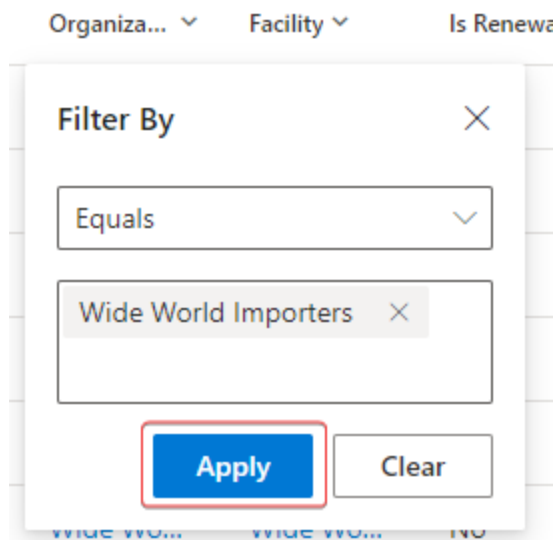


29. Select **Wide World Importers** from the Filter By dialog





30. Click **Apply** to apply the filter to the column



31. After a few moments, the view will refresh, and the activity data records that were imported during this lab will be displayed.

Power Apps Sustainability Manager **SANDBOX**

Show Chart + New Refresh Email a Link Flow Run Report Excel Templates Export to Excel Import from Excel Date view

Purchased electricity\*

Edit columns Edit filters Search this view

| Name                 | Contractu... | Connection | Description   | Energy Pr...  | Evidence | Organiz... | Facility   | Is Renewa... | Consump...  | Consump... | Quantity     | Quantity |
|----------------------|--------------|------------|---------------|---------------|----------|------------|------------|--------------|-------------|------------|--------------|----------|
| PurchasedElectric... | Adatum ...   | Wide Wo... | January a...  | Electric C... |          | Wide Wo... | Wide Wo... | No           | 1/31/2021   | 1/1/2021   | 3,519.037... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | April acti... | Electric C... |          | Wide Wo... | Wide Wo... | No           | 4/30/2021   | 4/1/2021   | 2,492.166... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | June activ... | Electric C... |          | Wide Wo... | Wide Wo... | No           | 6/30/2021   | 6/1/2021   | 1,695.275... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | January a...  | Electric C... |          | Wide Wo... | Wide Wo... | No           | 1/31/2021   | 1/1/2021   | 4,022.151... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | July activ... | Electric C... |          | Wide Wo... | Wide Wo... | No           | 7/31/2021   | 7/1/2021   | 2,894.133... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | Decembe...    | Electric C... |          | Wide Wo... | Wide Wo... | No           | 12/31/20... | 12/1/2021  | 3,002.299... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | August a...   | Electric C... |          | Wide Wo... | Wide Wo... | No           | 8/31/2021   | 8/1/2021   | 1,503.367... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | Septemb...    | Electric C... |          | Wide Wo... | Wide Wo... | No           | 9/30/2021   | 9/1/2021   | 2,494.647... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | Novembe...    | Electric C... |          | Wide Wo... | Wide Wo... | No           | 11/30/20... | 11/1/2021  | 3,882.752... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | February ...  | Electric C... |          | Wide Wo... | Wide Wo... | No           | 2/28/2021   | 2/1/2021   | 2,134.421... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | April acti... | Electric C... |          | Wide Wo... | Wide Wo... | No           | 4/30/2021   | 4/1/2021   | 2,831.273... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | July activ... | Electric C... |          | Wide Wo... | Wide Wo... | No           | 7/31/2021   | 7/1/2021   | 3,858.722... | kWh      |
| PurchasedElectric... | Adatum ...   | Wide Wo... | August a...   | Electric C... |          | Wide Wo... | Wide Wo... | No           | 8/31/2021   | 8/1/2021   | 1,504.602... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | February ...  | Electric C... |          | Wide Wo... | Wide Wo... | No           | 2/28/2021   | 2/1/2021   | 1,567.615... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | October ...   | Electric C... |          | Wide Wo... | Wide Wo... | No           | 10/31/20... | 10/1/2021  | 2,428.723... | kWh      |
| PurchasedElectric... | VanArsde...  | Wide Wo... | Septemb...    | Electric C... |          | Wide Wo... | Wide Wo... | No           | 9/30/2021   | 9/1/2021   | 3,325.488... | kWh      |

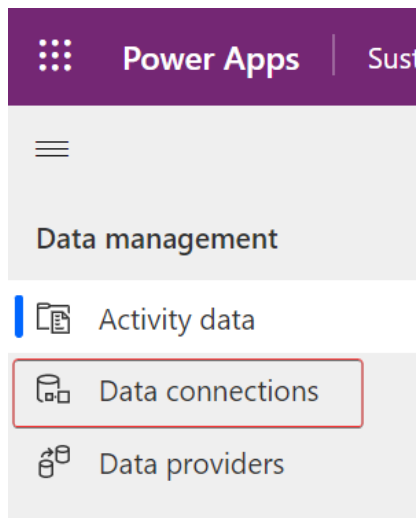
1 - 24 of 24 Page 1

Great job, you have just completed the data import of 2021 Purchased Electricity for Wide World Importers. This is an important step to realizing the goal of recording, reporting, and reducing carbon emissions. Next, we will import the 2021 Miles Driven for Wide World Importers fleet of electric vehicles. **Please continue to the next task.**

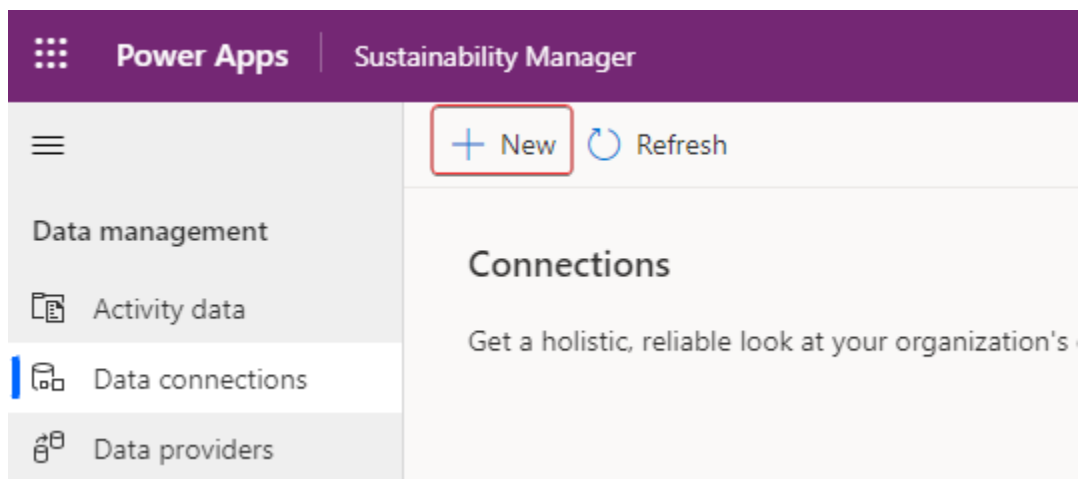
## Task 2: Import 2021 data "Miles Driven" for Electric Trucks

In this task, Reed imports the second excel spreadsheet provided by Alex - "Fleet Vehicles Miles Driven Wide World Importers - 2021.xlsx". While electric vehicles do not produce direct tailpipe emissions, they do produce "Scope 2: Purchased electricity from charging". This brings in the Miles driven by Wide World Importers fleet of electric truck for the year 2021 into the Purchased electricity activity data.

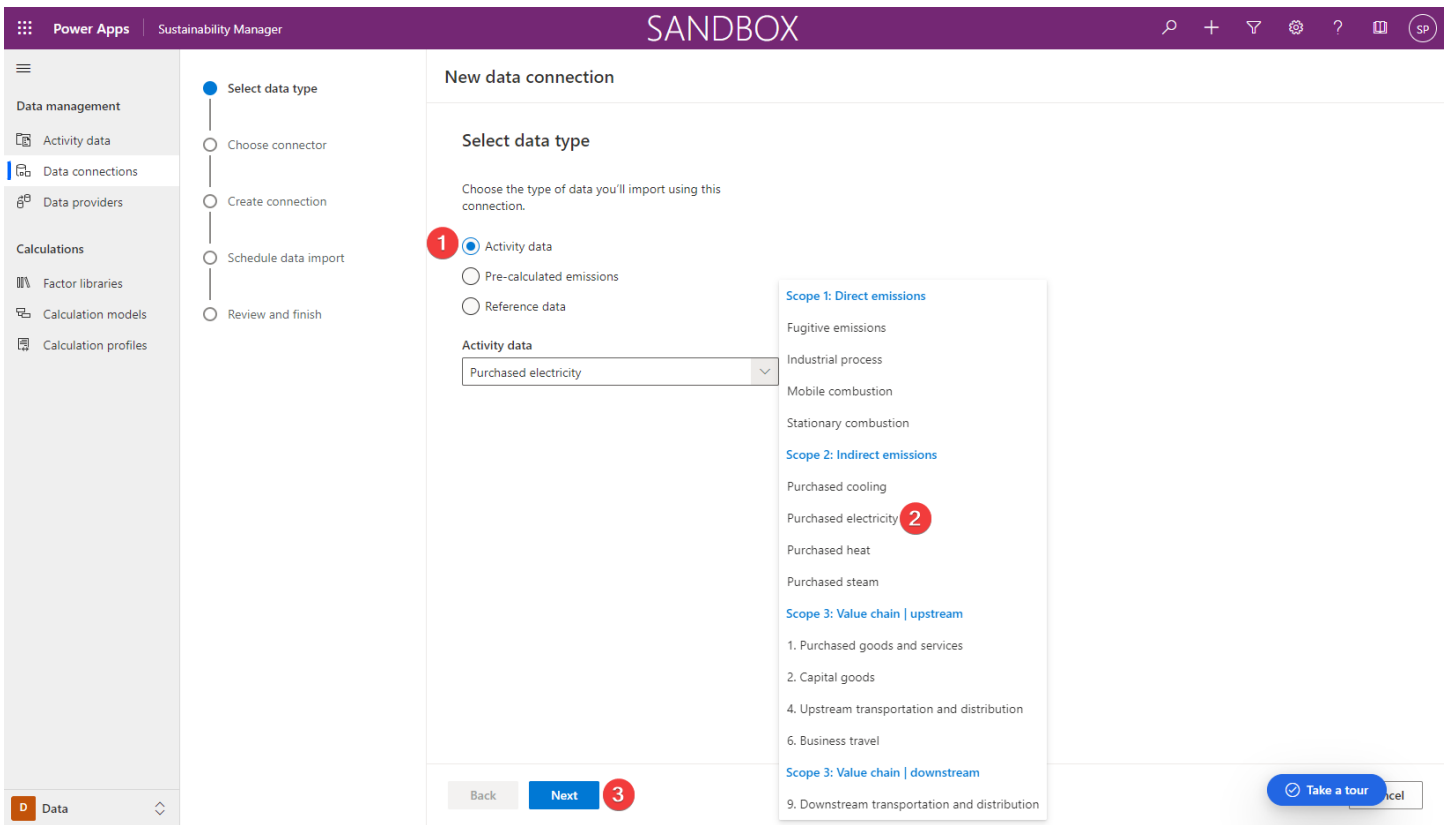
1. Navigate to **"Data connections"** on the left side of the page.



2. On the "Connections" view, click **+New**

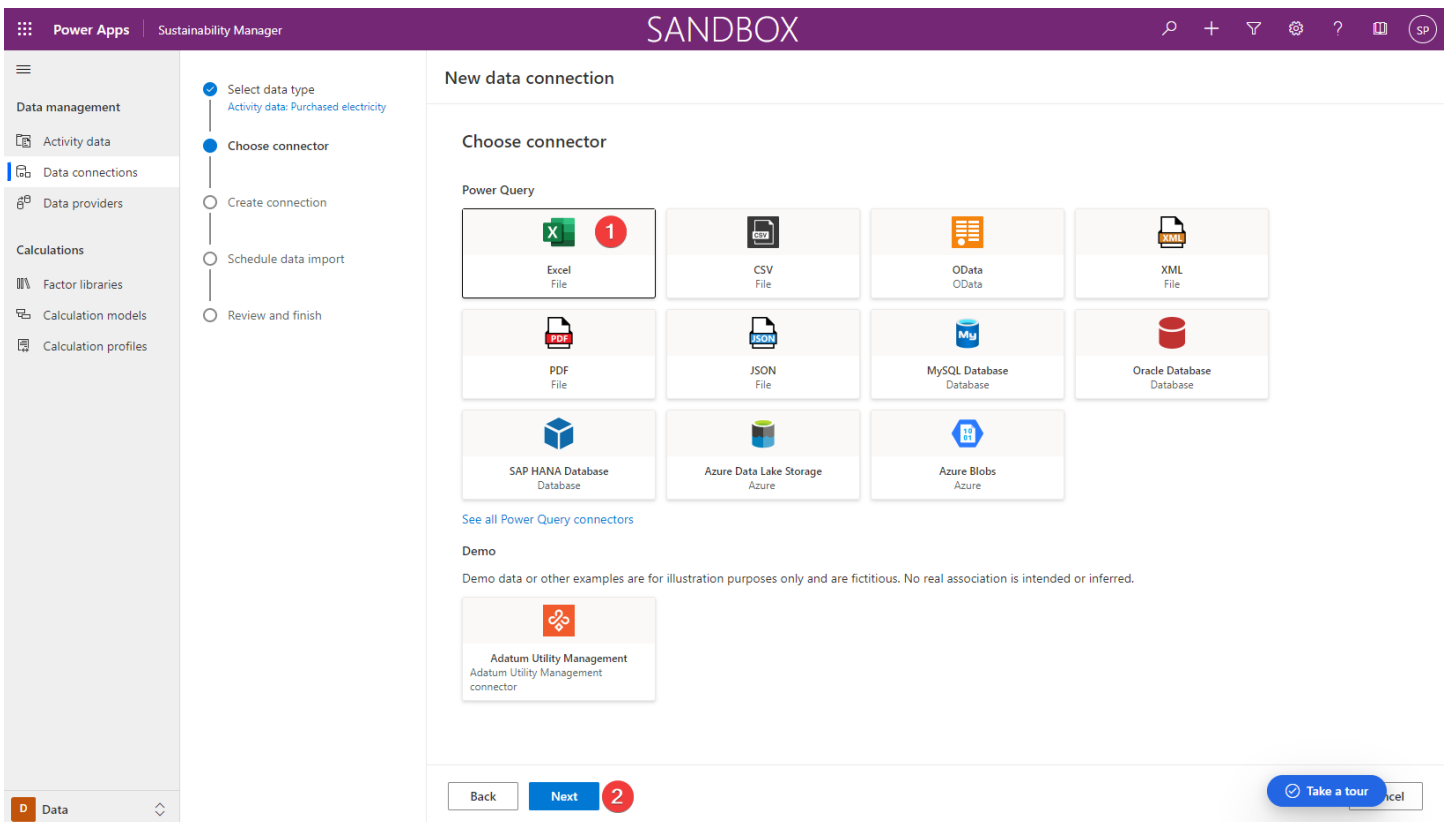


3. On the "New data connection" wizard:
  - 1) Select **Activity data** from data type screen
  - 2) Choose **Purchased electricity** from the Activity data drop down list
  - 3) Click **Next** when finished



4. On the "Choose connector" page:

- 1) Select "**Excel**"
- 2) Click "**Next**" when finished



5. A new dialog will open for Power Query. On the Power Query dialog:
  - 1) Click "**Upload file**"
  - 2) Click "**Browse**"

Power Query

Connect to data source

Excel workbook  
File  
[Learn more](#)

Connection settings

☐ Link to file ☒ Upload file (Preview) 1

Drag a file here to upload  
or  
Browse... 2

Connection credentials

Connection  
Create new connection

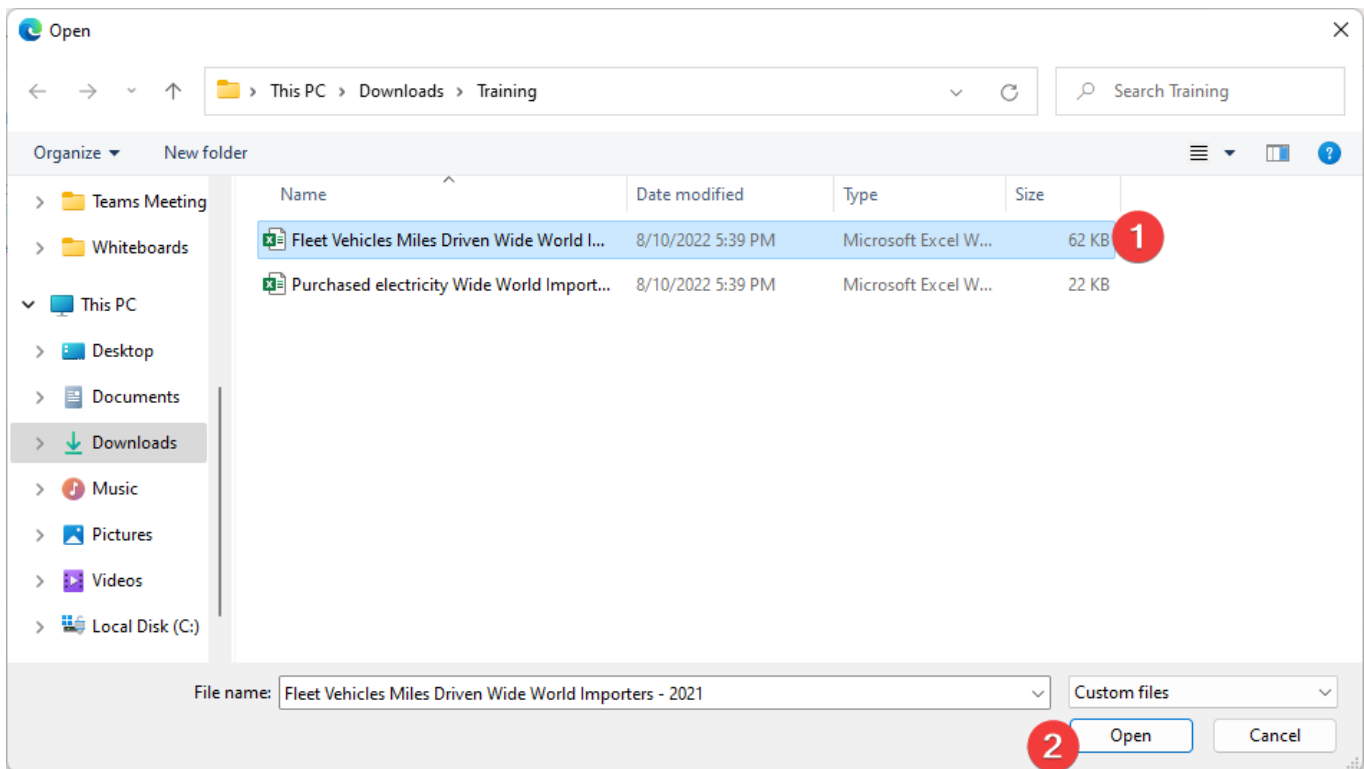
Connection name  
Connection

Data gateway  
(none)

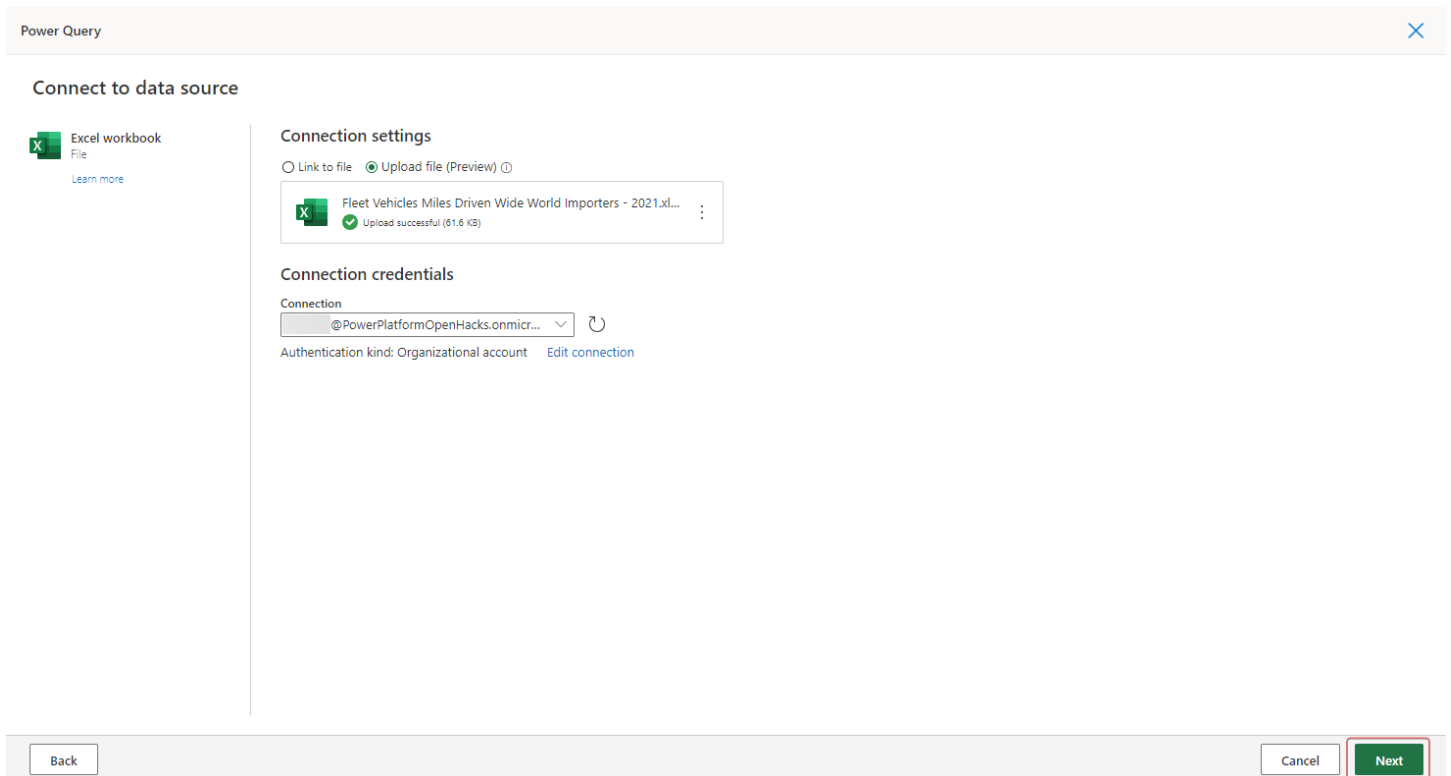
Authentication kind  
Anonymous

Back Cancel Next

6. On the file selection window, browse to the location of the excel files the downloaded.
  - 1) Select the "**Fleet Vehicles Miles Driven Wide World Importers - 2021.xlsx**" file
  - 2) Click "**Open**"



7. Once the file is uploaded, the Connection credentials automatically selects the previous connection for authentication. Click **"Next"**



8. On "Choose data" page of the Power Query wizard:
  - 1) Select the **"Miles Driven"** sheet
  - 2) Click **"Transform data"**

Power Query

Choose data

Search

Display options

Excel workbook [2]

Table1

**1** Miles Driven

| Name             | Contracted firm | Connection | Description                                 | Provider                   | Evidence | Organizational Unit  | Facility                            | Is Renewable |
|------------------|-----------------|------------|---|----------------------------|----------|----------------------|-------------------------------------|--------------|
| Fleet Vehicle 1  |                 |            | January activity data from Fleet Vehicle 1  | Fabrikam Electric Truck 1  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 2  |                 |            | January activity data from Fleet Vehicle 2  | Fabrikam Electric Truck 2  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 3  |                 |            | January activity data from Fleet Vehicle 3  | Fabrikam Electric Truck 3  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 4  |                 |            | January activity data from Fleet Vehicle 4  | Fabrikam Electric Truck 4  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 5  |                 |            | January activity data from Fleet Vehicle 5  | Fabrikam Electric Truck 5  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 6  |                 |            | January activity data from Fleet Vehicle 6  | Fabrikam Electric Truck 6  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 7  |                 |            | January activity data from Fleet Vehicle 7  | Fabrikam Electric Truck 7  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 8  |                 |            | January activity data from Fleet Vehicle 8  | Fabrikam Electric Truck 8  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 9  |                 |            | January activity data from Fleet Vehicle 9  | Fabrikam Electric Truck 9  |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 10 |                 |            | January activity data from Fleet Vehicle 10 | Fabrikam Electric Truck 10 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 11 |                 |            | January activity data from Fleet Vehicle 11 | Fabrikam Electric Truck 11 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 12 |                 |            | January activity data from Fleet Vehicle 12 | Fabrikam Electric Truck 12 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 13 |                 |            | January activity data from Fleet Vehicle 13 | Fabrikam Electric Truck 13 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 14 |                 |            | January activity data from Fleet Vehicle 14 | Fabrikam Electric Truck 14 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 15 |                 |            | January activity data from Fleet Vehicle 15 | Fabrikam Electric Truck 15 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 16 |                 |            | January activity data from Fleet Vehicle 16 | Fabrikam Electric Truck 16 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 17 |                 |            | January activity data from Fleet Vehicle 17 | Fabrikam Electric Truck 17 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 18 |                 |            | January activity data from Fleet Vehicle 18 | Fabrikam Electric Truck 18 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 19 |                 |            | January activity data from Fleet Vehicle 19 | Fabrikam Electric Truck 19 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 20 |                 |            | January activity data from Fleet Vehicle 20 | Fabrikam Electric Truck 20 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 21 |                 |            | January activity data from Fleet Vehicle 21 | Fabrikam Electric Truck 21 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 22 |                 |            | January activity data from Fleet Vehicle 22 | Fabrikam Electric Truck 22 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 23 |                 |            | January activity data from Fleet Vehicle 23 | Fabrikam Electric Truck 23 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 24 |                 |            | January activity data from Fleet Vehicle 24 | Fabrikam Electric Truck 24 |          | Wide World Importers | Wide World Importers - Miami Office | No           |
| Fleet Vehicle 25 |                 |            | January activity data from Fleet Vehicle 25 | Fabrikam Electric Truck 25 |          | Wide World Importers | Wide World Importers - Tampa Office | No           |
| Fleet Vehicle 26 |                 |            | January activity data from Fleet Vehicle 26 | Fabrikam Electric Truck 26 |          | Wide World Importers | Wide World Importers - Tampa Office | No           |

Back Cancel **2** Transform data

On the "Transform data" page of the Power Query wizard, various data and column transformations can be performed. This will allow the adjusting of data types, column mappings updates, and even perform advanced transformations familiar with in Power Platform Dataflows or Power BI Datasets.

- In this scenario, Reed will need to map the columns from the spreadsheet to the columns in Microsoft Sustainability Manager. To do this click on Map to entity in the upper right corner of the dialog window.

Split column by Replace values

Group by

ABC 123 Data type: Text

Use first row as headers

Merge queries

Append queries

Combine files

**Map to entity**

Transform Combine CDM

t}, {"Contracted firm", type text}, {"Connection", type any},

Provider Evidence Organizational Unit Facility

ied electricity Electric Company null Wide World Importers Wide World Im

- On the "Map to CDM entity" dialog window we need to:
  - Select the table name, **"Purchased energy"**
  - Select **"Auto map"** to allow any automatic mappings to occur
  - Contractual Instrument Type was "Not mapped", hence Reed selects **"Contracted firm"** from the list of options in the "Query output column"

- 4) Energy Provider name was "Not mapped", select "**Provider**" from the list of options in the "Query output column"
- 5) When finished, click "**OK**"

## Map to CDM entity

Map the columns from your query output to attributes of a standard Common Data Model (CDM) entity.

[Learn more](#)

Purchased energy 1

2

| Query output column   | Entity attribute ↑          | Mapping type |
|---|-----------------------------|--------------|
| <input type="text" value="Consumption End Date"/>   | Consumption End Date        | Auto mapped  |
| <input type="text" value="Consumption Start Date"/>   | Consumption Start Date      | Auto mapped  |
| <input style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;" type="text" value="Contracted firm"/> <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">3</span> | Contractual Instrument Type | Mapped       |
| <input type="text" value="Cost"/>   | Cost                        | Auto mapped  |
| <input type="text" value="Cost unit"/>  | Cost unit                   | Auto mapped  |
| <input type="text" value="Data Quality Type"/>  | Data Quality Type           | Auto mapped  |
| <input type="text" value="Description"/>  | Description                 | Auto mapped  |
| <input style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;" type="text" value="Provider"/> <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">4</span>        | Energy Provider Name        | Mapped       |
| <input type="text" value="Evidence"/>   | Evidence                    | Auto mapped  |
| <input type="text" value="Facility"/>   | Facility                    | Auto mapped  |
| <input type="text" value="Is Renewable"/>   | Is Renewable                | Auto mapped  |
| <input type="text" value="(none)"/>   | Meter number                | Not mapped   |

5

**Entity description**

Electric energy, measured in MWh, delivered by the utility to a customer in accordance with the signed agreement.

11. The "Transform data" page should now look like this



Power Query

Home Transform Add column View Help

Get data Enter data Options Manage parameters Refresh Properties Advanced editor Choose columns Remove columns Keep rows Remove rows Sort column by Replace values Combine files entity CDM

Queries [1] Miles Driven

Cdm.MapToEntity(#"Changed column type", {{"Name", "Name", type text}, {"Contractual Instrument Type", "Contracted firm", type text}},

Note: Observe that the column names have changed to Contractual Instrument Type and Energy Provider Name.

|    | Name             | Contractual Instrument Type | Connection | Description                                 | Energy Provider Name       | Evidence | Organizational Unit  |
|----|------------------|-----------------------------|------------|---|----------------------------|----------|----------------------|
| 1  | Fleet Vehicle 1  |                             | null       | January activity data from Fleet Vehicle 1  | Fabrikam Electric Truck 1  | null     | Wide World Importers |
| 2  | Fleet Vehicle 2  |                             | null       | January activity data from Fleet Vehicle 2  | Fabrikam Electric Truck 2  | null     | Wide World Importers |
| 3  | Fleet Vehicle 3  |                             | null       | January activity data from Fleet Vehicle 3  | Fabrikam Electric Truck 3  | null     | Wide World Importers |
| 4  | Fleet Vehicle 4  |                             | null       | January activity data from Fleet Vehicle 4  | Fabrikam Electric Truck 4  | null     | Wide World Importers |
| 5  | Fleet Vehicle 5  |                             | null       | January activity data from Fleet Vehicle 5  | Fabrikam Electric Truck 5  | null     | Wide World Importers |
| 6  | Fleet Vehicle 6  |                             | null       | January activity data from Fleet Vehicle 6  | Fabrikam Electric Truck 6  | null     | Wide World Importers |
| 7  | Fleet Vehicle 7  |                             | null       | January activity data from Fleet Vehicle 7  | Fabrikam Electric Truck 7  | null     | Wide World Importers |
| 8  | Fleet Vehicle 8  |                             | null       | January activity data from Fleet Vehicle 8  | Fabrikam Electric Truck 8  | null     | Wide World Importers |
| 9  | Fleet Vehicle 9  |                             | null       | January activity data from Fleet Vehicle 9  | Fabrikam Electric Truck 9  | null     | Wide World Importers |
| 10 | Fleet Vehicle 10 |                             | null       | January activity data from Fleet Vehicle 10 | Fabrikam Electric Truck 10 | null     | Wide World Importers |
| 11 | Fleet Vehicle 11 |                             | null       | January activity data from Fleet Vehicle 11 | Fabrikam Electric Truck 11 | null     | Wide World Importers |
| 12 | Fleet Vehicle 12 |                             | null       | January activity data from Fleet Vehicle 12 | Fabrikam Electric Truck 12 | null     | Wide World Importers |
| 13 | Fleet Vehicle 13 |                             | null       | January activity data from Fleet Vehicle 13 | Fabrikam Electric Truck 13 | null     | Wide World Importers |
| 14 | Fleet Vehicle 14 |                             | null       | January activity data from Fleet Vehicle 14 | Fabrikam Electric Truck 14 | null     | Wide World Importers |
| 15 | Fleet Vehicle 15 |                             | null       | January activity data from Fleet Vehicle 15 | Fabrikam Electric Truck 15 | null     | Wide World Importers |
| 16 | Fleet Vehicle 16 |                             | null       | January activity data from Fleet Vehicle 16 | Fabrikam Electric Truck 16 | null     | Wide World Importers |
| 17 | Fleet Vehicle 17 |                             | null       | January activity data from Fleet Vehicle 17 | Fabrikam Electric Truck 17 | null     | Wide World Importers |
| 18 | Fleet Vehicle 18 |                             | null       | January activity data from Fleet Vehicle 18 | Fabrikam Electric Truck 18 | null     | Wide World Importers |
| 19 | Fleet Vehicle 19 |                             | null       | January activity data from Fleet Vehicle 19 | Fabrikam Electric Truck 19 | null     | Wide World Importers |
| 20 | Fleet Vehicle 20 |                             | null       | January activity data from Fleet Vehicle 20 | Fabrikam Electric Truck 20 | null     | Wide World Importers |
| 21 | Fleet Vehicle 21 |                             | null       | January activity data from Fleet Vehicle 21 | Fabrikam Electric Truck 21 | null     | Wide World Importers |
| 22 | Fleet Vehicle 22 |                             | null       | January activity data from Fleet Vehicle 22 | Fabrikam Electric Truck 22 | null     | Wide World Importers |
| 23 |                  |                             |            |   |                            |          |                      |

Completed (0.91 s) Columns: 19 Rows: 99+

Step

Create

Query settings

Properties

Name Miles Driven

Entity type Purchased energy

Applied steps

Source

Navigation

Promoted h...

ABC 123 Changed co...

X Mapped to ...

12. Click "Create" to start the data import process:

Source

Navigation

Promoted h...

ABC 123 Changed co...

X Mapped to ...

Step

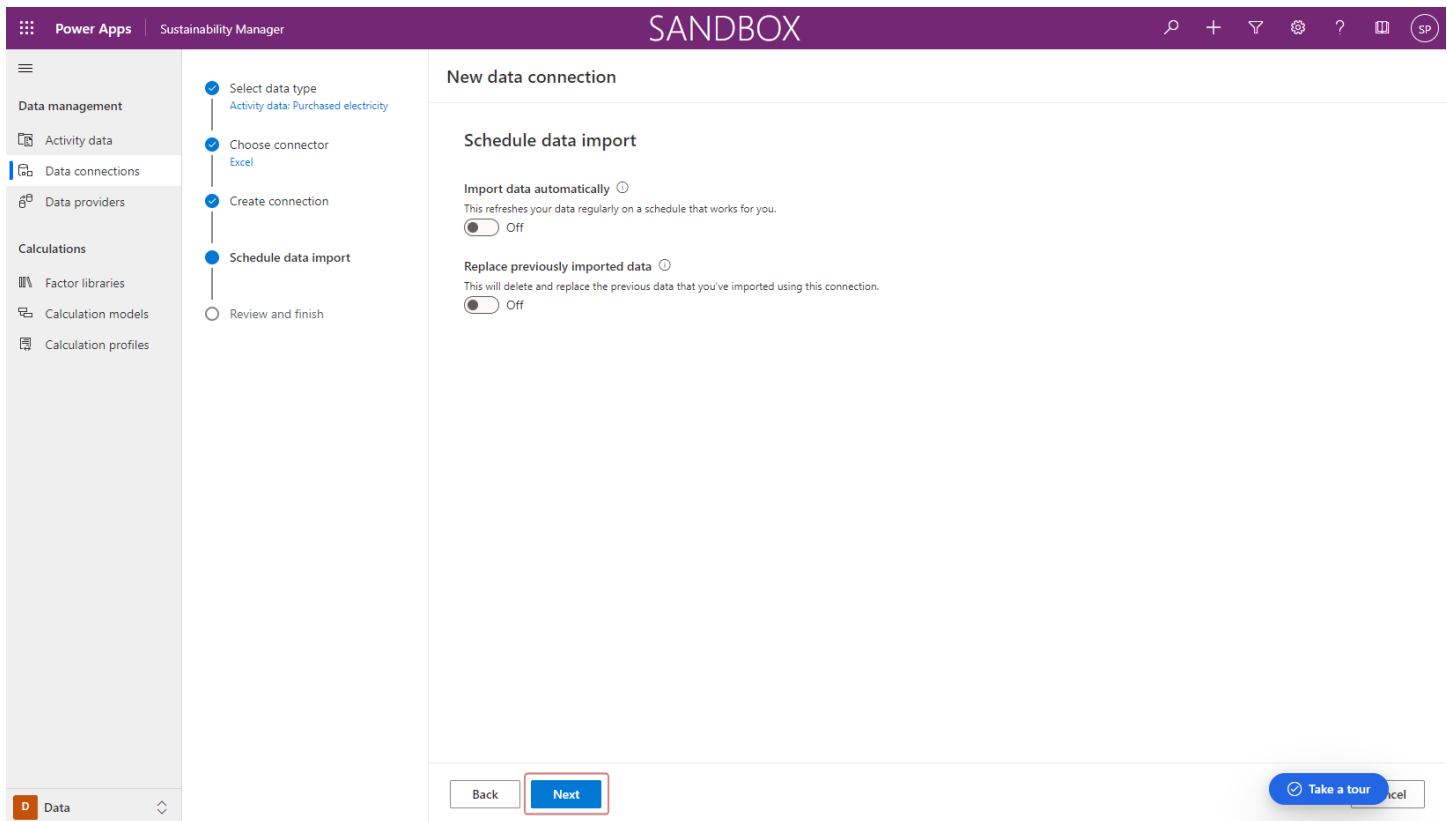
Create

13. The "New data connection" wizard will now be on the Schedule data import page.

Turning on “Import data automatically” will give the option to set a schedule to have the data imported automatically, this may be a good option if the connector will be used in a scenario where the data will change frequently such as a web API or FTP server.

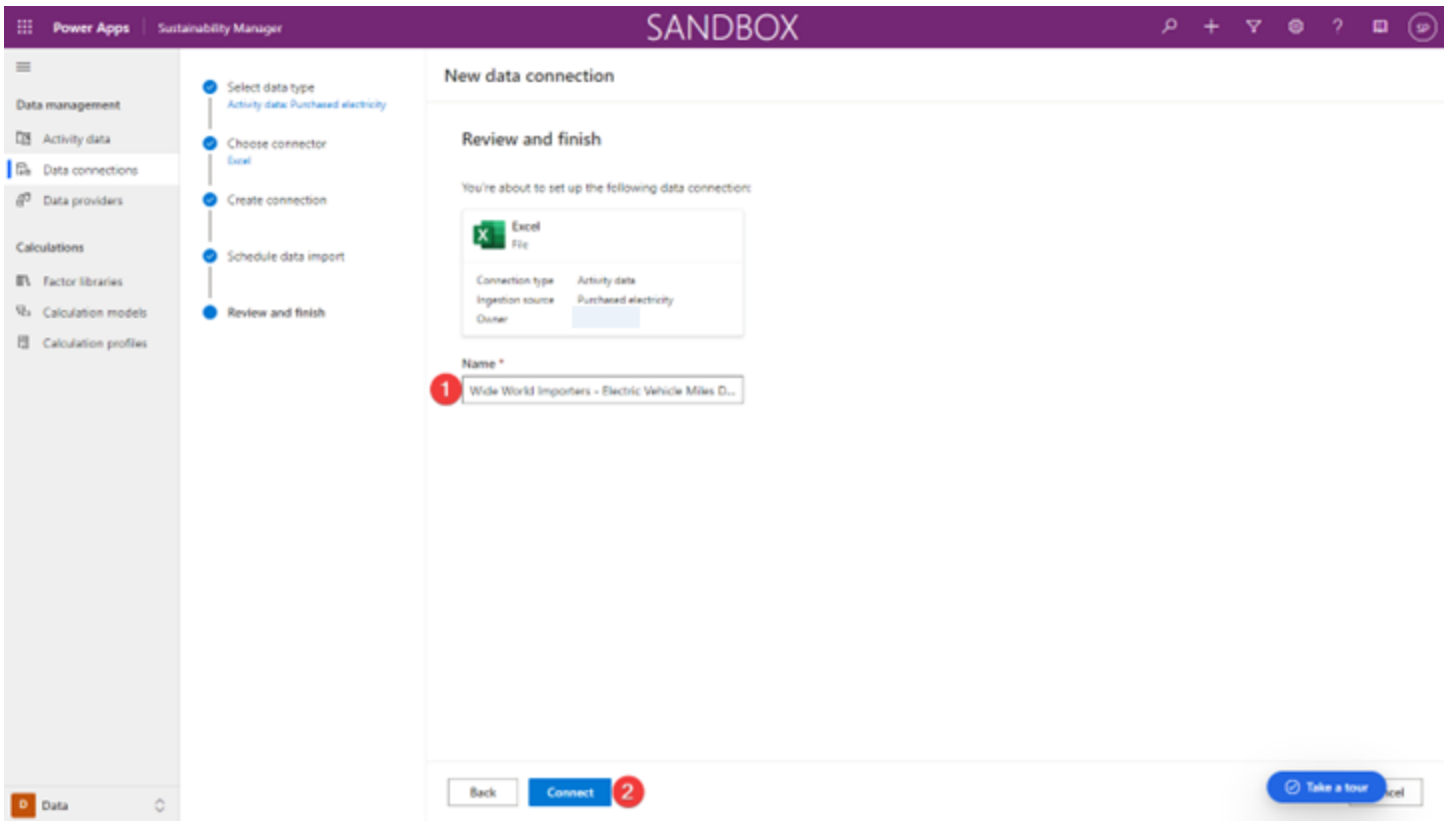
Turning on “Replace previously imported data” will remove all previously imported data and bring in the full data set that was retrieved, this may be a good option if the data source is not only providing data from the last import or always includes a full set of data. For this scenario of importing historical data, leave both options turned off.

Click “**Next**” when finished

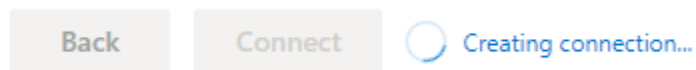


14. On the “Review and finish” page:

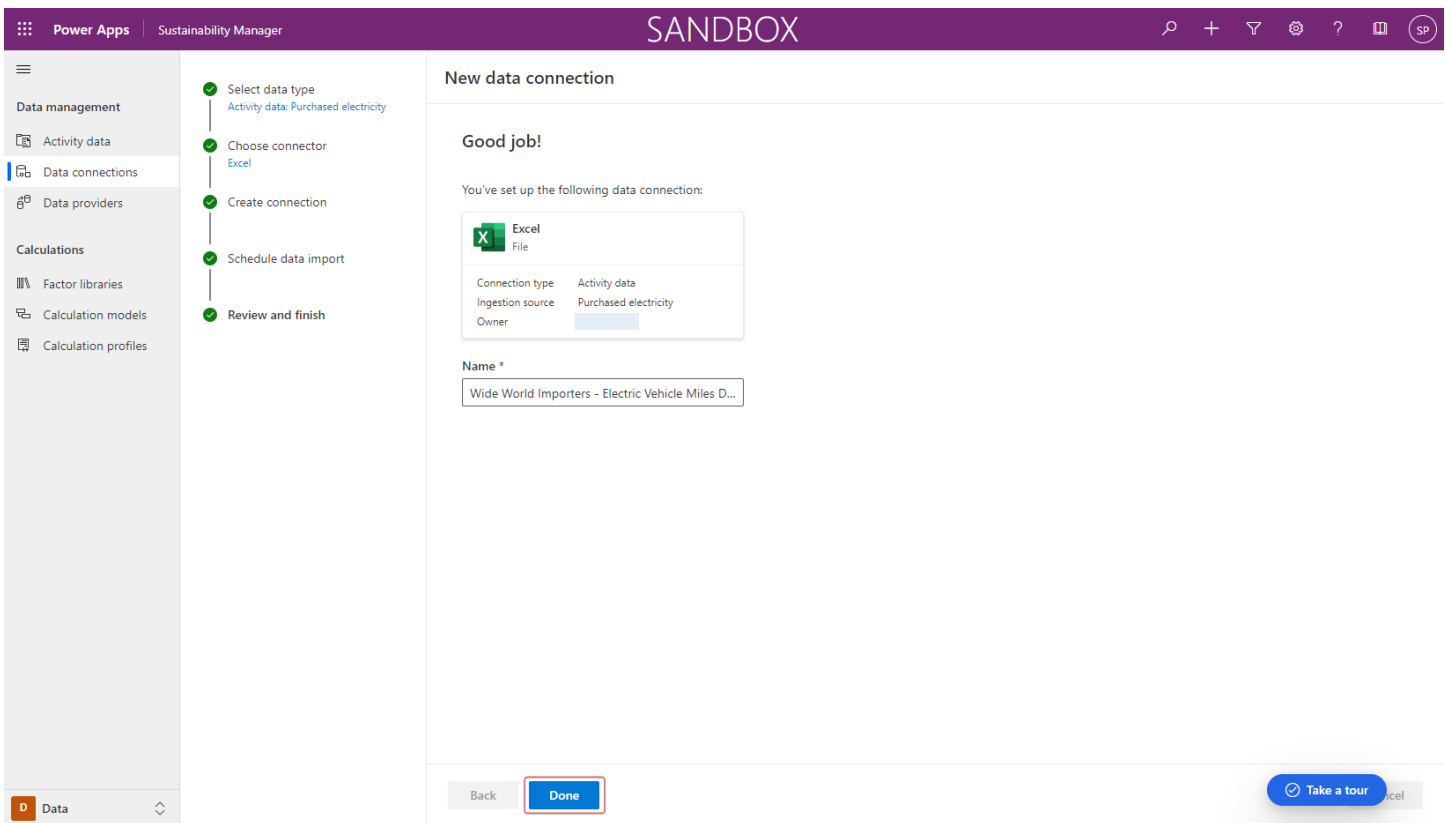
- 1) Enter a name for the new connection, such as “Wide World Importers - Electric Vehicle Miles Driven - 2021”
- 2) Click “**Connect**”



15. At the bottom of the window, there will be a message, "**Creating connection...**"



16. Once the connection is created, click "**Done**"



17. The “**Connections**” view will now be visible, along with the status of the recently created connection. It should say “**Processing**”

**Connections** [Clear all filters](#) [Filters](#)  [List](#) ▼

Get a holistic, reliable look at your organization's emissions by using data connections to import activity and reference data. [Learn more about data connections](#)

| Name  | Connection type | Ingestion source                      | Owner      | Last refresh      | Next refresh | Inserted records | Status                    |
|---|-----------------|---------------------------------------|------------|-------------------|--------------|------------------|---------------------------|
| <a href="#">Wide World Importers - Elect...</a> | Activity data   | <a href="#">Purchased electricity</a> | [redacted] |                   | —            | —                | <span>● Processing</span> |
| <a href="#">Wide World Importers - Purc...</a>  | Activity data   | <a href="#">Purchased electricity</a> | [redacted] | 8/11/2022 9:43 AM | —            | 24               | <span>● Complete</span>   |

18. After a minute or two click the “**Refresh**” button above the list to see the updated status, which should be “**Completed**”

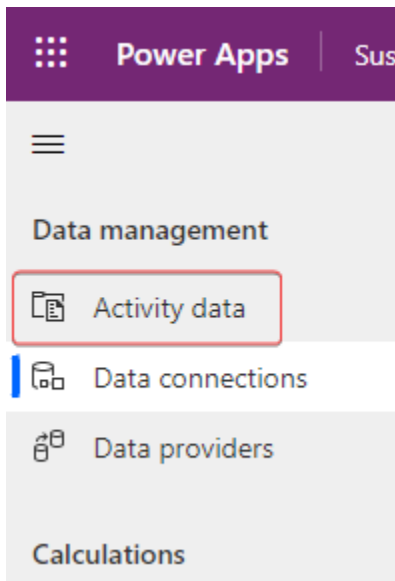
[+ New](#) [Refresh](#)

**Connections** [Clear all filters](#) [Filters](#)  [List](#) ▼

Get a holistic, reliable look at your organization's emissions by using data connections to import activity and reference data. [Learn more about data connections](#)

| Name  | Connection type | Ingestion source                      | Owner      | Last refresh      | Next refresh | Inserted records | Status                  |
|---|-----------------|---------------------------------------|------------|-------------------|--------------|------------------|-------------------------|
| <a href="#">Wide World Importers - Elect...</a> | Activity data   | <a href="#">Purchased electricity</a> | [redacted] | 9/7/2022 4:25 PM  | —            | 480              | <span>● Complete</span> |
| <a href="#">Wide World Importers - Purc...</a>  | Activity data   | <a href="#">Purchased electricity</a> | [redacted] | 8/11/2022 9:43 AM | —            | 24               | <span>● Complete</span> |

19. Navigate to “**Activity data**” on the left side of the page.



20. Find Purchased electricity in the Scope 2: Indirect emissions section, and click **View**

Scope 2: Indirect emissions

| Source                | Data                 | Connections            | Number of connections |
|-----------------------|----------------------|------------------------|-----------------------|
| Purchased cooling     | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased electricity | <a href="#">View</a> | <a href="#">Manage</a> | 2                     |
| Purchased heat        | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |
| Purchased steam       | <a href="#">View</a> | <a href="#">Manage</a> | 0                     |

Scope 3: Value chain | upstream

21. The Purchased electricity view shows all purchased electricity activity data that has been imported

Power Apps | Sustainability Manager | **SANDBOX**

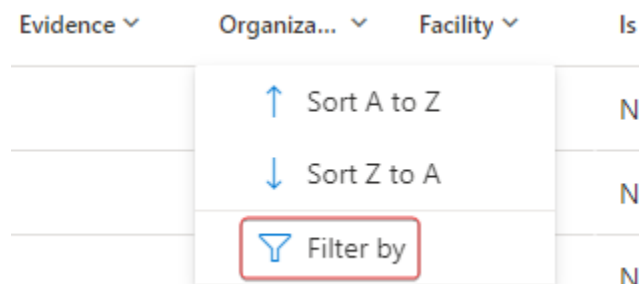
Show Chart New Refresh Email a Link Flow Run Report Excel Templates Export to Excel Import from Excel Create view

**Purchased electricity** Edit columns Edit filters

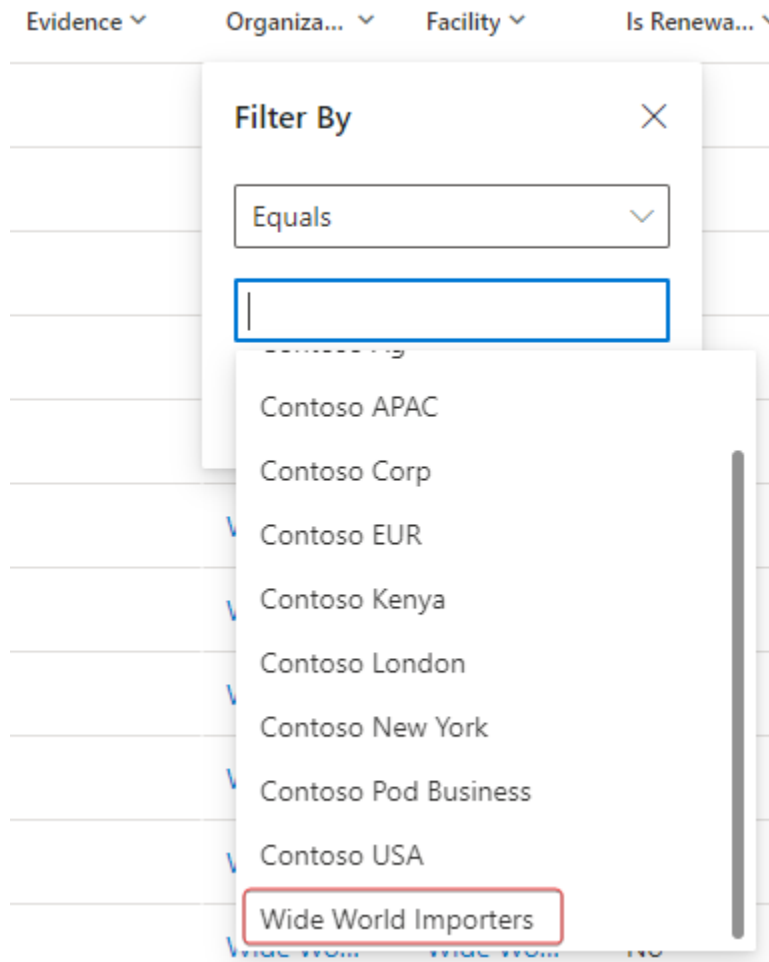
| Name                 | Contractu... | Connection | Description   | Energy Pr...  | Evidence | Organizat... | Facility    | Is Renewa... | Consump...  | Consump... | Quantity     | Quantity |
|----------------------|--------------|------------|---------------|---------------|----------|--------------|-------------|--------------|-------------|------------|--------------|----------|
| PurchasedElectric... | Adatum ...   | Wide Wo... | January a...  | Electric C... |          | Wide Wo...   | Wide Wo...  | No           | 1/31/2021   | 1/1/2021   | 3,519.037... | kWh      |
| Fleet Vehicle 45     |              | Wide Wo... | February ...  | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 2/28/2021   | 2/1/2021   | 7,484.724... | mile     |
| Fleet Vehicle 15     |              | Wide Wo... | March ac...   | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 3/31/2021   | 3/1/2021   | 5,727.667... | mile     |
| Fleet Vehicle 18     |              | Wide Wo... | March ac...   | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 3/31/2021   | 3/1/2021   | 13,551.57... | mile     |
| Fleet Vehicle 11     |              | Wide Wo... | April acti... | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 4/30/2021   | 4/1/2021   | 4,742.131... | mile     |
| Fleet Vehicle 26     |              | Wide Wo... | May activ...  | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 5/31/2021   | 5/1/2021   | 4,703.259... | mile     |
| Fleet Vehicle 8      |              | Wide Wo... | May activ...  | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 5/31/2021   | 5/1/2021   | 3,007.718... | mile     |
| Fleet Vehicle 34     |              | Wide Wo... | May activ...  | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 5/31/2021   | 5/1/2021   | 9,715.311... | mile     |
| Fleet Vehicle 32     |              | Wide Wo... | June activ... | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 6/30/2021   | 6/1/2021   | 6,014.341... | mile     |
| Fleet Vehicle 33     |              | Wide Wo... | August a...   | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 8/31/2021   | 8/1/2021   | 9,976.985... | mile     |
| Fleet Vehicle 35     |              | Wide Wo... | August a...   | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 8/31/2021   | 8/1/2021   | 4,742.241... | mile     |
| Fleet Vehicle 38     |              | Wide Wo... | Septemb...    | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 9/30/2021   | 9/1/2021   | 6,403.905... | mile     |
| Fleet Vehicle 41     |              | Wide Wo... | Septemb...    | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 9/30/2021   | 9/1/2021   | 8,235.352... | mile     |
| Fleet Vehicle 14     |              | Wide Wo... | Decembe...    | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 12/31/20... | 12/1/2021  | 6,403.973... | mile     |
| Fleet Vehicle 24     |              | Wide Wo... | Novembe...    | Fabrikam ...  |          | Wide Wo...   | Wide Wo...  | No           | 11/30/20... | 11/1/2021  | 9,007.163... | mile     |
| PurchasedRenew...    | Green Re...  |            | Demo da...    | Electric C... |          | Contoso ...  | Contoso ... | Yes          | 8/31/2019   | 8/1/2019   | 980.9146...  | kWh      |

1 - 50 of 864 Take a tour

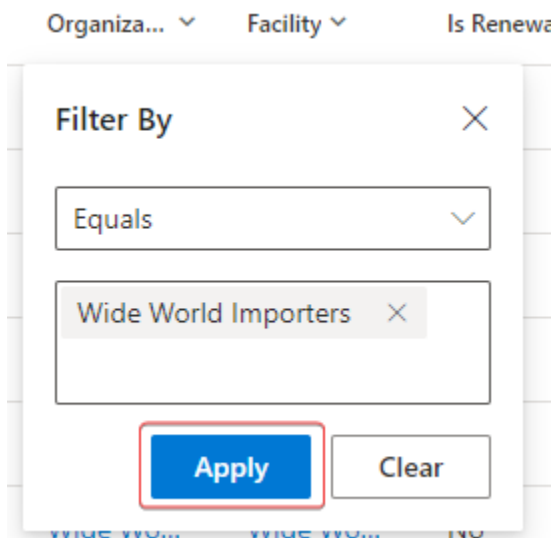
22. Filter the view by clicking the down arrow next to the **Organizational Unit** column, and selecting **Filter by**



23. Select **"Wide World Importers"** from the Filter By dialog



24. Click **Apply** to apply the filter to the column



25. After a few moments, the view will refresh, and the activity data records that were imported during this lab will be displayed.

Power Apps

Sustainability Manager

SANDBOX

Show Chart

New

Refresh

Email a Link

Flow

Run Report

Excel Templates

Export to Excel

Import from Excel

Create view

Data management

Activity data

Data connections

Data providers

Calculations

Factor libraries

Calculation models

Calculation profiles

Purchased electricity\*

Edit columns

Edit filters

Search this view

| Name                 | Contractu... | Connection | Description   | Energy Pr...  | Evidence | Organl...  | Facility   | Is Renewa... | Consump...  | Consump... | Quantity     | Quantity |
|----------------------|--------------|------------|---------------|---------------|----------|------------|------------|--------------|-------------|------------|--------------|----------|
| PurchasedElectric... | Adatum ...   | Wide Wo... | January a...  | Electric C... |          | Wide Wo... | Wide Wo... | No           | 1/31/2021   | 1/1/2021   | 3,519.037... | kWh      |
| Fleet Vehicle 45     |              | Wide Wo... | February ...  | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 2/28/2021   | 2/1/2021   | 7,484.724... | mile     |
| Fleet Vehicle 15     |              | Wide Wo... | March ac...   | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 3/31/2021   | 3/1/2021   | 5,727.667... | mile     |
| Fleet Vehicle 18     |              | Wide Wo... | March ac...   | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 3/31/2021   | 3/1/2021   | 13,551.57... | mile     |
| Fleet Vehicle 11     |              | Wide Wo... | April acti... | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 4/30/2021   | 4/1/2021   | 4,742.131... | mile     |
| Fleet Vehicle 26     |              | Wide Wo... | May activ...  | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 5/31/2021   | 5/1/2021   | 4,703.259... | mile     |
| Fleet Vehicle 8      |              | Wide Wo... | May activ...  | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 5/31/2021   | 5/1/2021   | 3,007.718... | mile     |
| Fleet Vehicle 34     |              | Wide Wo... | May activ...  | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 5/31/2021   | 5/1/2021   | 9,715.311... | mile     |
| Fleet Vehicle 32     |              | Wide Wo... | June activ... | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 6/30/2021   | 6/1/2021   | 6,014.341... | mile     |
| Fleet Vehicle 33     |              | Wide Wo... | August a...   | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 8/31/2021   | 8/1/2021   | 9,976.985... | mile     |
| Fleet Vehicle 35     |              | Wide Wo... | August a...   | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 8/31/2021   | 8/1/2021   | 4,742.241... | mile     |
| Fleet Vehicle 38     |              | Wide Wo... | Septemb...    | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 9/30/2021   | 9/1/2021   | 6,403.905... | mile     |
| Fleet Vehicle 41     |              | Wide Wo... | Septemb...    | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 9/30/2021   | 9/1/2021   | 8,235.352... | mile     |
| Fleet Vehicle 14     |              | Wide Wo... | Decembe...    | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 12/31/20... | 12/1/2021  | 6,403.973... | mile     |
| Fleet Vehicle 24     |              | Wide Wo... | Novembe...    | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 11/30/20... | 11/1/2021  | 9,007.163... | mile     |
| Fleet Vehicle 1      |              | Wide Wo... | March ac...   | Fabrikam ...  |          | Wide Wo... | Wide Wo... | No           | 3/31/2021   | 3/1/2021   | 8,044.711... | mile     |

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Take a tour

**Congratulations!** You have just completed the data import for 2021 Miles Driven for Wide World Importers. This is an important step to realizing the goal of recording, reporting, and reducing carbon emissions. In the following labs we will calculate emissions, review insights and reporting, and define our reduction scorecards and goals.