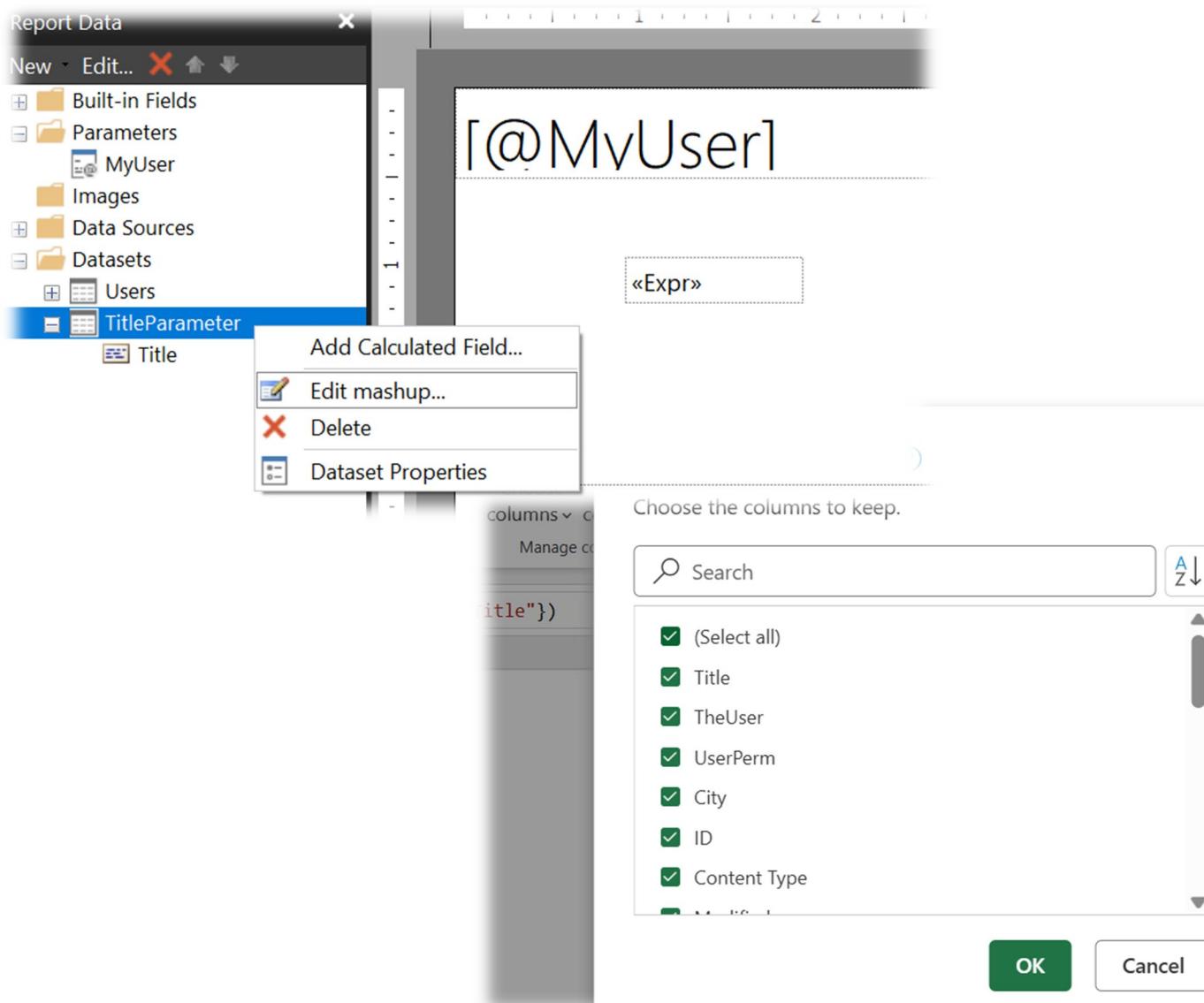
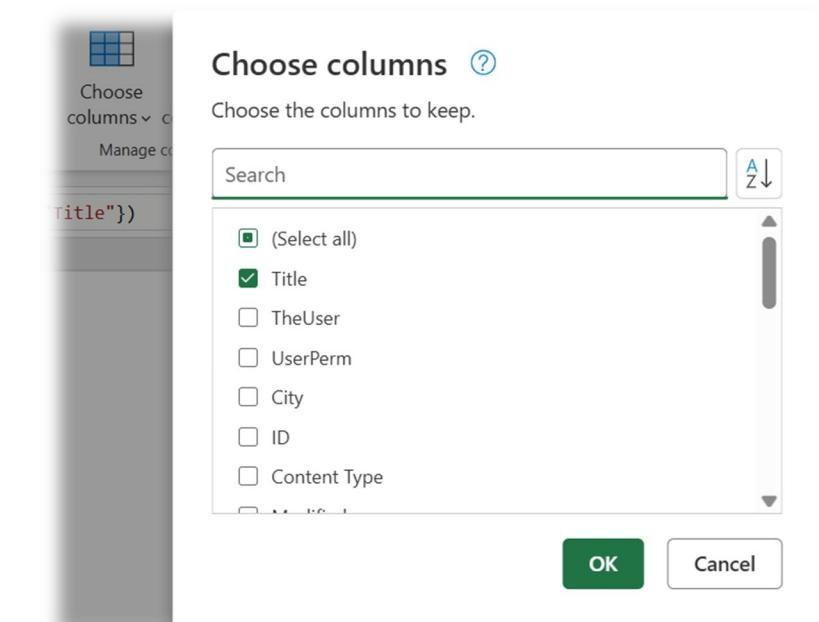


Using Dynamic Report Parameter to filter a report

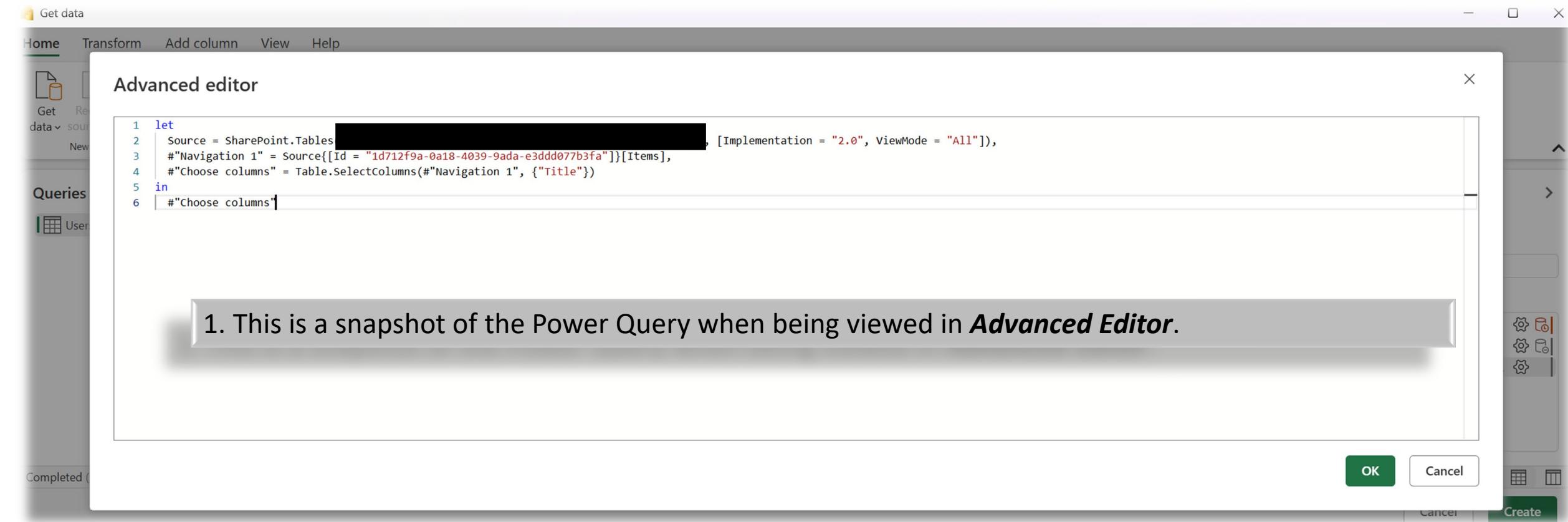
Create New Dataset



1. **Create a new dataset:** To have a Report Parameter based on dynamic data to filter the report, one will need to create a new dataset. For this sample/example, we simply connected to the same datasource and then adjusted the columns displayed in the dataset.
2. **Edit mashup** to go into Power Query.
3. On the ribbon select **Choose Columns** to open the Choose Columns dialog.
4. Deselect the **(Select all)** and then check mark the column to be used in the Report Parameter. *For this example, the column Title is being used.*
5. Click the **OK** button



Create New Dataset



The screenshot shows the Microsoft Power Query Advanced Editor dialog box. The title bar says "Get data" and the menu bar includes "Home", "Transform", "Add column", "View", and "Help". The main area is titled "Advanced editor" and contains the following M code:

```
1 let
2     Source = SharePoint.Tables[REDACTED], [Implementation = "2.0", ViewMode = "All"]),
3     #"Navigation 1" = Source[[Id = "1d712f9a-0a18-4039-9ada-e3ddd077b3fa"]][Items],
4     #"Choose columns" = Table.SelectColumns(#"Navigation 1", {"Title"})
5 in
6     #"Choose columns"
```

A callout bubble with the number "1." and the text "1. This is a snapshot of the Power Query when being viewed in **Advanced Editor**." is overlaid on the bottom left of the editor window. The bottom right of the dialog box has buttons for "OK", "Cancel", and "Create".

Create New Dataset

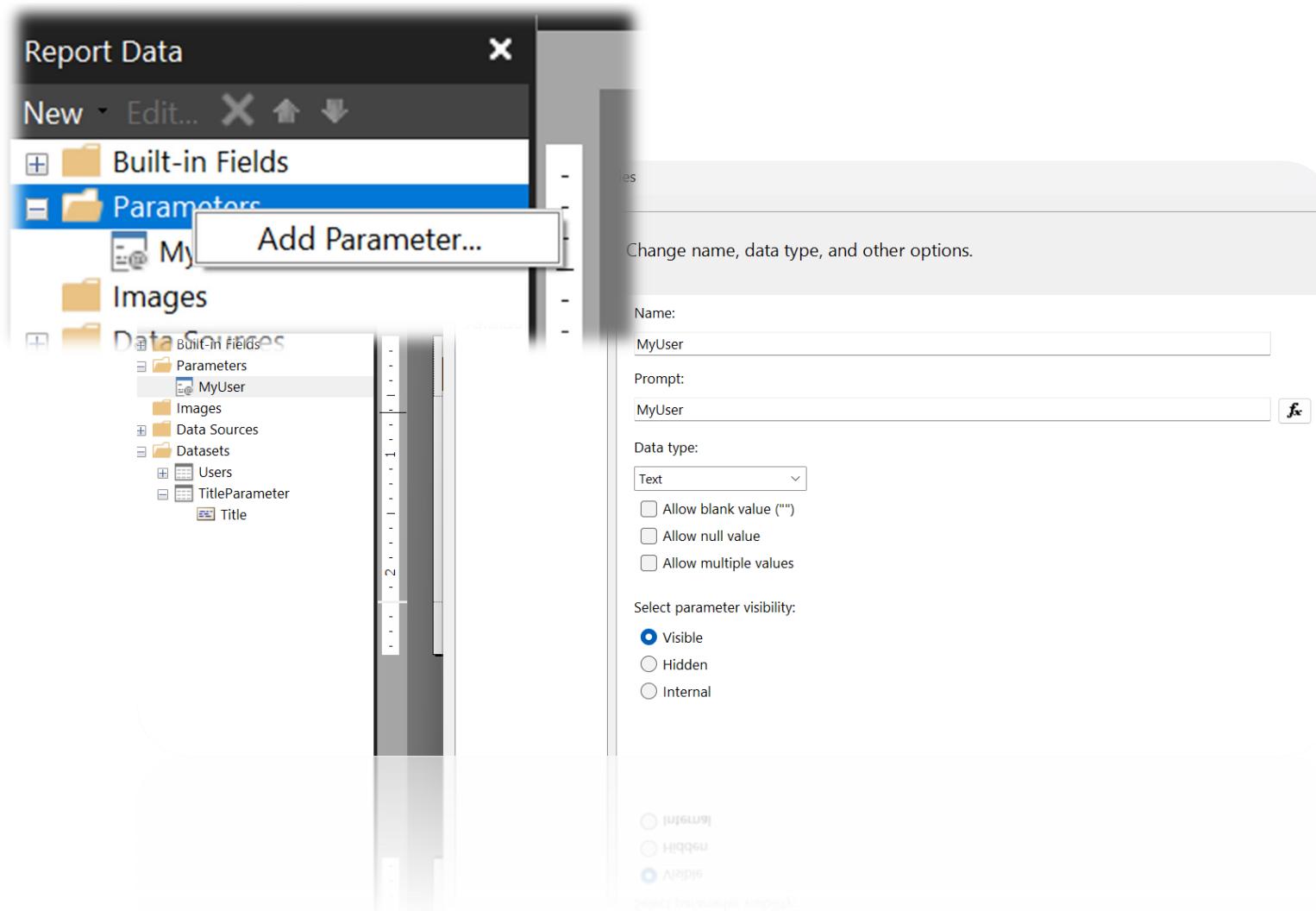
The screenshot shows the Microsoft Power BI 'Get data' interface. The top navigation bar includes 'Home', 'Transform', 'Add column', 'View', and 'Help'. Below the menu are several icons: 'New query' (down arrow), 'Manage connections', 'Options' (down arrow), 'Manage parameters' (down arrow), 'Query' (down arrow), 'Manage columns' (down arrow), 'Reduce rows' (down arrow), 'Sort' (down arrow), 'Transform' (down arrow), 'Combine' (down arrow), and 'More' (down arrow). On the left, a 'Queries [1]' pane shows a single query named 'Users' containing three rows of data:

	ABC	Title
1	Tim	
2	Brad	
3	Mike	

The 'Table.SelectColumns' step is highlighted in the 'Applied steps' section. The 'Query settings' pane on the right shows the name 'Users' and applied steps: 'Source', 'Navigation 1', and 'Choose col...'. At the bottom, there are buttons for 'Step', 'Cancel', and a large green 'Create' button.

1. Once you are ready to save the dataset, click the **Create** button.

Create Report Parameter



1. Right mouse click on Parameters and select Add Parameter
2. **Name:** Provide a Name for your Parameter
3. **Prompt:** Same as the Name of the Parameter
4. **Data Type:** Text
5. **Select Parameter Visibility:** Visible

Create Report Parameter

The screenshot shows the Microsoft Report Designer interface. On the left, the 'Report Data' pane is open, displaying a tree structure with nodes like 'Built-in Fields', 'Parameters', 'MyUser' (which is selected), 'Images', 'Data Sources', 'Datasets', 'Users', 'TitleParameter', and 'Title'. The 'Parameters' node has a child node 'TitleParameter'. On the right, the 'Report Parameter Properties' dialog is open, specifically the 'Available Values' tab. It contains the following fields:

- Select from one of the following options:
 - None
 - Specify values
 - Get values from a query
- Dataset: (Warning: Possible performance impact)
TitleParameter
- Value field:
Title
- Label field:
Title

- 1. Select from one of the following options:** Get values from a query
- 2. Dataset:** Name of your dataset that is holding the values for your Report Parameter.
- 3. Value Field:** Name of the field to be used in the report parameter. (*This sample is using a column called "Title".*)
- 4. Label Field:** Name of the field to be used in the report parameter. (*This sample is using a column called "Title".*)

Create Report Parameter

The screenshot shows the Microsoft Power BI Desktop interface. On the left, there's a ribbon with File, Home, Data, Insert, and View tabs. Below the ribbon is a toolbar with Run, Paste, Views, and Clipboard buttons. A 'Report Data' pane is open, showing a tree structure with Built-in Fields, Parameters (selected), Images, Data Sources, Datasets (Users, TitleParameter, Title), and a New item.

The main area displays the 'Report Parameter Properties' dialog box. The 'Default Values' tab is selected. The dialog title is 'Choose the default values for this parameter.' It asks to select from one of the following options:

- No default value
- Specify values
- Get values from a query

Below this, there's a 'Dataset:' dropdown labeled 'TitleParameter' with a warning about performance impact. Under 'Value field:', there's another dropdown labeled 'Title'.

1. Select from one of the following options: Get values from a query

2. Dataset: Name of your dataset that is holding the values for your Report Parameter.

3. Value Field: Name of the field to be used in the report parameter. (*This sample is using a column called "Title".*)

Create Report Parameter

The screenshot shows the Power BI Report Builder interface. On the left, the 'Report Data' ribbon is open, displaying a tree view of report components. Under 'Parameters', 'MyUser' is selected. On the right, the 'Report Parameter Properties' dialog is open, showing the 'Advanced' tab. The dialog title is 'Report Parameter Properties' and the sub-section is 'Change advanced parameter options.' It asks 'Refresh data when the parameter changes:' with three options: 'Automatically determine when to refresh' (selected), 'Always refresh', and 'Never refresh'. A note below says '1. Refresh data when the parameter changes: This does not affect the solution, thus decision can be made by the *Power BI Report Builder Developer*'.

Report Parameter Properties

General Available Values Default Values Advanced

Change advanced parameter options.

Refresh data when the parameter changes:

Automatically determine when to refresh
 Always refresh
 Never refresh

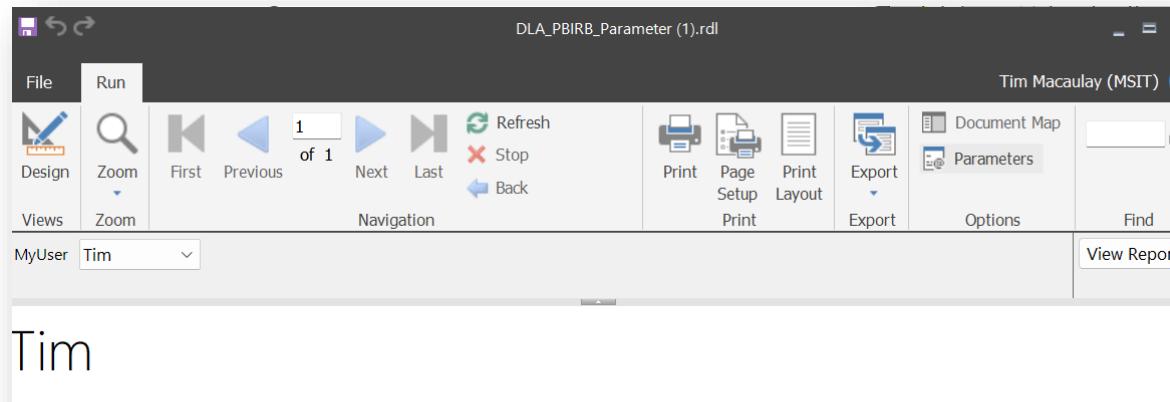
1. Refresh data when the parameter changes: This does not affect the solution, thus decision can be made by the *Power BI Report Builder Developer*.

Report Data

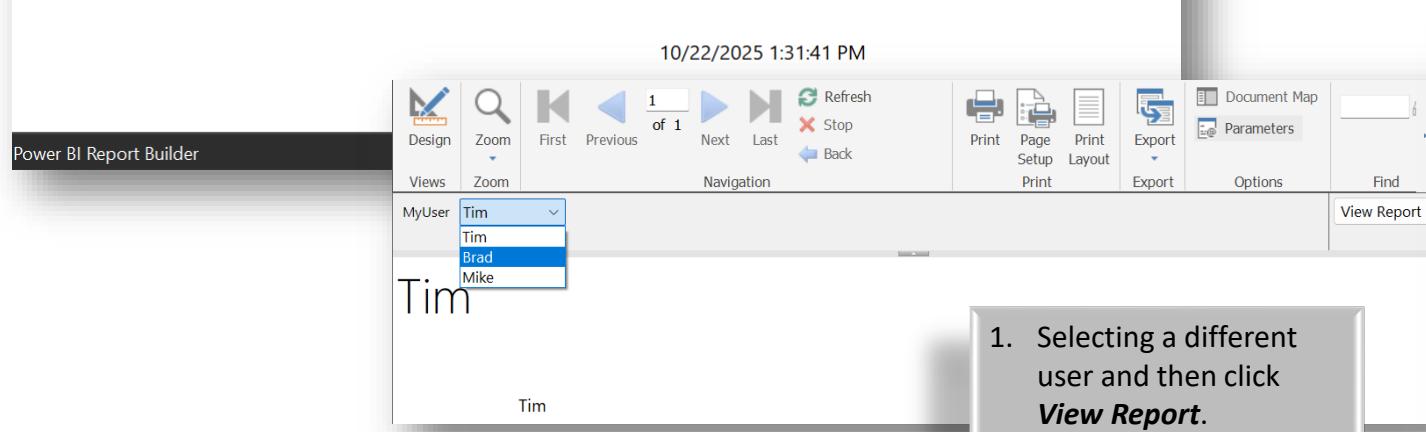
New Edit... X

- Built-in Fields
- Parameters
 - MyUser
 - Images
- Data Sources
- Datasets
 - Users
 - TitleParameter
 - Title

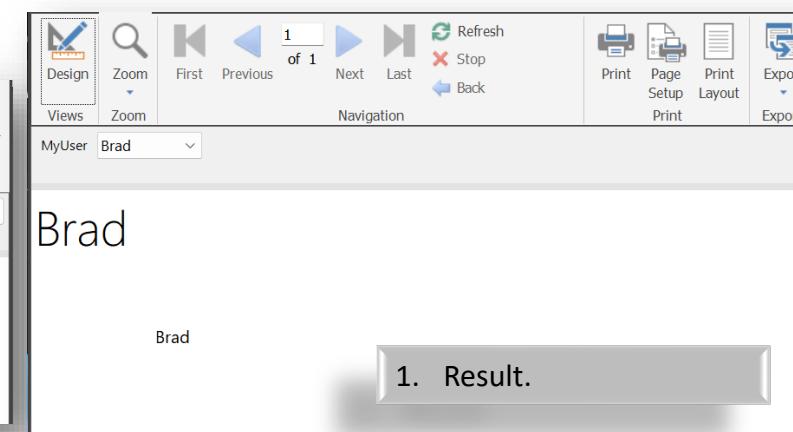
Result



1. Default view



1. Selecting a different user and then click ***View Report***.



1. Result.