

■ Power BI Graphs & Golden Rules Cheat Sheet

| Chart Type | Use Case / When to Use |
|-----------------------|--|
| Column / Bar Chart | Compare categories (e.g., Sales by City) |
| Stacked Column/Bar | Compare totals + subcategories (e.g., Sales by Region split by Category) |
| Clustered Column/Bar | Compare groups side by side (e.g., Male vs Female per Dept.) |
| Line Chart | Trends over time (e.g., Monthly Revenue) |
| Area / Stacked Area | Trend with part-to-whole (e.g., Revenue split by Category over time) |
| Combo Chart | Compare two measures (e.g., Sales + Profit Margin %) |
| Pie / Donut Chart | Proportions (max 4–5 categories, e.g., Market Share) |
| Treemap | Proportion with rectangles (e.g., Sales by Category) |
| Scatter Plot | Relationship between 2 variables (e.g., Ad Spend vs Sales) |
| Bubble Chart | Scatter + bubble size for 3rd measure |
| Histogram | Distribution of values (e.g., Age of Customers) |
| Waterfall | How values add/subtract (e.g., Net Revenue calculation) |
| Funnel | Stages of a process (e.g., Leads → Signups → Purchases) |
| Gauge / KPI | Progress toward a target (e.g., Sales vs Target) |
| Maps (Filled, Bubble) | Geographic data (e.g., Sales by Country/State) |
| Table / Matrix | Detailed view, like Excel Pivot Table |

■ Golden Rules for Power BI Visuals

- Less is More – 6–7 visuals per page max.
- Pick the right chart for the story (Trend → Line, Comparison → Bar, Proportion → Donut, etc.).
- Use consistent colors (e.g., Sales always blue, Profit always green).
- Always label axes and legends clearly.
- Sort data logically (largest to smallest).
- Avoid pie charts with more than 5 categories.
- Use slicers/filters for interactivity.
- Highlight key insights (KPIs, conditional formatting).
- Keep axis names clean (rename ‘Sum of X’ → ‘Total Sales’).
- Dashboards should answer: What happened? Why? What next?