

Power BI - Importing Data Q&A

List three data sources Power BI can connect to.

1. Excel
2. SQL Server
3. Web (API or URL)

What is the first step to import data into Power BI Desktop?

Click on Home > Get Data and choose your data source (e.g., Excel, CSV, SQL Server).

How do you refresh imported data in Power BI?

Go to the Home tab and click the 'Refresh' button.

What file formats can Power BI import directly? (Name two.)

1. .csv (Comma-Separated Values)
2. .xlsx (Excel Workbook)

What does the 'Navigator' window show after selecting a data source?

It shows a preview of available tables or sheets from the selected data source.

Import Sales_Data.csv and load only the 'Product' and 'Price' columns.

Use Transform Data in the Navigator window and remove all columns except Product and Price.

How would you change OrderDate to a date format during import?

In Power Query Editor, right-click the OrderDate column > Change Type > Date.

What is the difference between 'Load' and 'Transform Data' in the import dialog?

'Load' immediately loads the data, while 'Transform Data' opens Power Query Editor for cleaning and shaping the data.

Why might you see an error when connecting to a SQL database? (Name one reason.)

Incorrect server name or login credentials.

How do you replace a data source after importing it?

Go to Home > Transform Data > Data Source Settings and use 'Change Source'.

Write the M-code to import only rows where Quantity > 1.

= Table.SelectRows(Source, each [Quantity] > 1)

How would you change the data source if Sales_Data.csv changed?

Go to Data Source Settings and use 'Change Source' to point to the new file.

Troubleshoot: Your CSV import fails due to a 'mixed data type' error?how do you fix it?

In Power Query Editor, manually change column data types using the Transform tab.

Connect to a live SQL database with parameters (e.g., filter by year).

Create a parameter in Power Query, then use it in your SQL query (e.g., WHERE YEAR(OrderDate) = Parameter).

How would you automate data imports using Power BI and Power Automate?

Use Power Automate to trigger a dataset refresh in Power BI when a file is updated or on a schedule.