Index & Conditional Columns <Doc 000039X-Day 00006Y BI>

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Index Columns

In the Power Query Editor Box Inside the Add Column Option Inside the General Section Click the Index Column Drop Down

⭐   Index Columns contain a list of sequential values that can be used to identify each unique row in a table (typically starting from 0 or 1), another term for this is a primary key

Conditional Columns

In the Power Query Editor Box Inside the Add Column Option Inside the General Section Click the Conditional Column Option

The Add Conditional Column Box Pops Up

⭐ The Contents of the Add Conditional Column Box allow you to define new fields based on logical rules and conditions (IF/THEN statements)

Highlight all the Queries that we've been using

Right Click the Highlighted Queries

Hover over Move to Group Option

Click New Group… Option

The New Group Box Pops Up

Name Field: [Your Name for the Group Entry]

Description: [How you want to describe the group Entry]

Click the Green Rectangular Ok Button

In the Power Query Editor Box Inside the Queries Section

Click the Main Queries Folder and Title

In the Power Query Editor Box Inside the Home Option Inside the New Query Section Click the New Source Option

Click the Text/CSV Option

Open the AdventureWorks Sales Data 2022 Excel File

The AdventureWorks Sales Data 2022.csv Box Pops Up

Look Over the Columns in the Box to make sure that the Data is Organized well

Click the Green Rectangular Ok Button

In the Power Query Editor Box Inside the Queries Section the AdventureWorks Sales Data Table Appears

Rename the AdventureWorks Sales Data 2022 Table to Sales Data 2022

In the Power Query Editor Box Inside the Add Column Option Inside the General Section Click the Index Column Drop Down

Click the From 1 Option

Inside Power Query's Applied Steps Section the Added Index Step will be added

The Index Column will appear at the End of the Table

Right Click the Index Column Header

Hover over the Move Option

Click the To Beginning Option

Inside Power Query's Applied Steps Section the Reordered Columns Step will be added

Right Click the Index Column Header

Click the Remove Option

Removing a Column from Power BI does not delete the Applied Steps associated with that column

Delete the Applied Steps that you just generated

In the Power Query Editor Box Inside the Add Column Option Inside the General Section Click the Conditional Column Option

The Add Conditional Column Box Pops Up

If Clause:
New column name Field: Quantity Type Value

Column Name Drop Down: OrderQuantity Value

Operator Field: equals Value

Value Field: 1 Value

Output Field: Single Item Value

Click the White Rectangular Add Clause Button

Else If Clause:
Column Name Field: OrderQuantity Value

Operator Field: is greater then Value

Value Field: 1 Value

Output Field: Multiple Items Value

Else Clause:
Field: Other

Click the Green Rectangular Ok Button

You Return to the Power Query Editor

The Quantity Type Column appears at the end of the Table

In the Power Query Editor Box Inside the Home Option Inside the Close Section Click the Close & Apply