

1. What is the difference between "Merge" and "Append" in Power Query?

- Merge: Combines columns from two tables based on a common key (e.g., CustID). Like SQL JOIN.

- Append: Combines rows from two or more tables with identical columns.

2. How do you split a "Full Name" column into "First Name" and "Last Name"?

- Use: Home > Split Column > By Delimiter (space)

3. What is "Pivot Columns" used for?

- To transform rows into columns. Useful for summarizing data (e.g., Quantity per Product).

4. How do you undo a step in Power Query?

- In the "APPLIED STEPS" pane, click "X" next to the step to remove it.

5. What is the purpose of "Reference" vs. "Duplicate" in queries?

- Duplicate: Independent copy of the query.

- Reference: Linked copy, reflects changes from original query.

6. Merge Orders.csv and Customers.xlsx on CustID (inner join).

- Home > Merge Queries > Select CustID in both > Inner Join

7. Pivot the Product column to show total Quantity per product.

- Select Product > Transform > Pivot Column > Values: Quantity > Aggregate: Sum

8. Append two tables with identical columns (e.g., Orders_Jan.csv + Orders_Feb.csv).

- Home > Append Queries > Select both tables

9. Use "Fill Down" to replace nulls in the Email column with the previous value.

- Select Email > Transform > Fill > Down

10. Extract the domain (e.g., "example.com") from the Email column.

- Add Column > Extract Text After Delimiter (@)

- Or M-code: Text.AfterDelimiter([Email], "@")

11. Write M-code to merge queries dynamically based on a parameter (e.g., JoinType = "Inner").

= Table.NestedJoin(Orders, {"CustID"}, Customers, {"CustID"}, "CustomerInfo", JoinType)

12. Unpivot a table with columns like "Jan_Sales," "Feb_Sales" into a "Month" and "Sales" format.

- Select sales columns > Transform > Unpivot Columns

- Rename Attribute -> Month, Value -> Sales

13. Handle errors in a custom column (e.g., division by zero) using try...otherwise.

= try [Sales] / [Target] otherwise null

14. Create a function in Power Query to clean phone numbers (e.g., remove dashes).

(phone as text) =>

let clean = Text.Select(phone, {"0".."9"}) in clean

15. Optimize a query with 10+ steps—identify bottlenecks and simplify.

- Remove unnecessary steps

- Use Reference instead of Duplicate

- Avoid early sorting/grouping

- Disable Auto Data Type Detection