# Power Query Setup: Base + ApplesOnly + TotalsByProduct

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## Files provided

• PQ\_SalesData\_Base.pq — create a query named "SalesData" (reads Excel, adds TotalAmount)

• PQ\_ApplesOnly.pq — create a query named "ApplesOnly" (filters to Product = Apples)

• PQ\_TotalsByProduct.pq — create a query named "TotalsByProduct" (groups and sums)

## How to import each query

1. Open a new Excel workbook (this will contain the queries).

2. Data → Get Data → From Other Sources → Blank Query → Power Query Editor opens.

3. Home → Advanced Editor → paste the contents of PQ\_SalesData\_Base.pq → Click Done.

4. In the Queries pane, rename the query to exactly: SalesData.

5. Edit the M path inside SalesData to point to your actual SalesData.xlsx location.

6. Load or keep in editor (Close & Load later).

7. To add ApplesOnly: New Source → Blank Query → Advanced Editor → paste PQ\_ApplesOnly.pq → name it ApplesOnly.

8. To add TotalsByProduct: New Source → Blank Query → Advanced Editor → paste PQ\_TotalsByProduct.pq → name it TotalsByProduct.

9. Close & Load: You can load SalesData, ApplesOnly, TotalsByProduct into separate sheets or connections.

## Notes

• ApplesOnly and TotalsByProduct both reference the SalesData query by name; make sure the base query is named "SalesData".

• TotalsByProduct uses TotalAmount from the base query; do not remove that step in SalesData.

• You can refresh all later via Data → Refresh All.

• If your source sheet name isn’t "Sheet1", update the Item and Kind accordingly or convert your range into a named Table.