Welcome To Power BI

o Steps To Extract Data:

1. Go to Home Tab
2. Click on Get Data
3. Select the type of file
4. Now a window will appear here Select Load (If you don't want to clean the data) or Select Transform Load (If you want to Transform and then load the data).

o Steps to Transform the Data:

1. Go to Home Tab
2. Click on Transform Data

3. Now perform different steps like Remove Row, Remove Column etc

o Steps to view the NULL values:

1. Go to View tab
2. Click on column quality
3. Now it will show the column quality separately.

o Steps to Save the changes:

1. Go to Home tab
2. Click on Close & Apply
3. All the changes are done
4. You can view the changes in the Table view on the left side of the window.