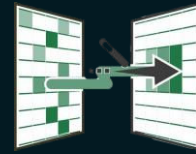


PWR-301

# Transform your data efficiently with Power Query



## Objectives

- At the end of the training, learners will be able to:
- Understand the process of utilizing business data (Business Intelligence)
  - Automate common data cleansing operations according to database standardization principles
  - Efficiently combine and transform data from a variety of sources
  - Permanently connect their reports to data sources, in order to automate transformation operations when updating source data

## Practical information

<b>Duration</b>	3 hours
<b>Level</b>	Advanced
<b>Number of participants</b>	7 participants
<b>Languages Taught</b>	English - French

## Prerequisites

Intermediate knowledge of Excel such as filters, sorting, cell formats, and basic formulas.

## Target Audience

Managers and administrative staff

## Content

### 1 - Clean up a list of imported data with Power Query

- Understand the role of Power Query when utilizing business data (Business Intelligence)
- Automate common data cleansing (normalization) operations using Power Query, such as conversion, format correction, value replacement, and more.

### 2 - Connect and combine data from various sources

- Create a report combining data from different sources and formats (local, web, Excel, text, csv)
- Efficiently manage data updates, charts refresh, and pivot tables connected to your data

### For more advanced users:

- Create a permanent connection to your data from different sources (on premises, web, apps, etc.)

## Included with your training



Complete manual with step-by-step explanations



Exercise worksheets seen in class



Training Certificate



Recognition Badge that you can share on your LinkedIn page



Post-training follow-up offered for 6 months