

# POWER QUERY RECIPES

Master Your Data in  
Excel & Power BI





# About Power Query Recipes

These cards are a set of ready-to-use Power Query Recipes to lead you step-by-step through a variety of data transformations and techniques. These cards are a useful reference where you can look up the exact steps needed for a particular data transformation pattern. We hope you find them as handy as we do ourselves!

## Using the Recipe Cards

The Table of Contents and the recipe cards are fully linked so you can easily navigate between them. Clicking on the recipe number or name on the Table of Contents will take you directly to that recipe. Likewise, if a recipe card references another recipe, clicking that reference will take you directly to the referenced recipe.

Many of the recipes are also linked to corresponding videos in one or more of our Skillwave Training courses, and are indicated with the video icons shown here:



*Power Query  
Academy*



*Dimensional Modeling  
for the Excel Pro*



*Dimensional Modeling  
for the Power BI Pro*

**If you are enrolled in the corresponding course(s) indicated on the recipe card**, clicking the video icon will take you to that video on the course site. Please note that you will first need to login to the course site before being able to watch the video. *You will not be able to watch the video if you are not enrolled in the corresponding course.*

If you are on the ongoing subscription of these cards, we will let you know when new cards have been added to the set you so can download your updated copy.





# Power Query Recipes – Table of Contents



















Course for Corresponding Video:

## 00. BEST PRACTICE ARCHITECTURES

- 0.100.1902 Files as a Data Source
- 0.110.2010 Creating a Staging Query
- 0.120.2010 Modifying Query Load Destinations
- 0.410.2010 Creating Fact Tables
- 0.510.2010 Creating Dimension Tables
- 0.520.2010 Creating Bridge Tables
- 0.530.2010 Creating Composite Keys
- 0.540.2010 Flattening Snowflaked Dimensions

## 10. SPLITTING DATA

- 10.100.1910 Split Records into Columns
- 10.105.1910 Split Records into Rows

Power Query Academy	Dimensional Modeling	
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Power Query Academy	Dimensional Modeling	
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Look for the Pattern Difficulty Scale:



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Course for Corresponding Video:

## 20. RESHAPING DATA

- 20.100.1910 Pivoting Data
- 20.105.1910 Unpivoting Data
- 20.106.1906 Keep *nulls* During Unpivot
- 20.107.1910 Prevent Errors During Unpivot
- 20.110.1910 Transposing Data
- 20.115.1910 Unpivot Subcategorized Data
- 20.116.1910 Unpivot Subcategories – Big Data
- 20.120.2112 Pivoting Stacked Data
- 20.130.2112 Pivoting Vertical Sets
- 20.140.2012 Pivoting Horizontal Pairs
- 20.150.2103 Remove Top x (Dynamic) Rows

Power Query Academy	Dimensional Modeling	
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Course for Corresponding Video:

## 30. COMBINING DATA

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30.105.2103	Exact Match
30.110.2103	Left Outer Join
30.111.2103	Right Outer Join
30.112.2103	Full Outer Join
30.113.2103	Inner Join
30.114.2103	Left Anti Join
30.115.2103	Right Anti Join
30.116.2103	Full Anti Join
30.120.2103	Cartesian Product (Many to Many Join)
30.125.1910	Approximate Match
30.130.2012	Fuzzy Matching

Power Query Academy	Dimensional Modeling	
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- 35.400.1908 Appending Data Recipe Navigation
- 35.410.1910 Local/Network Drive “FilesList” Query
- 35.412.1901 SharePoint/Office 365 Groups “FilesList” Query
- 35.414.1901 OneDrive for Business “FilesList” Query
- 35.420.1910 Combine All “Flat” Files in a Folder
- 35.500.1910 Appending a Named Worksheet or Table from Multiple Excel Files
- 35.510.1907 Appending Contents of x<sup>th</sup> Table or Worksheet from Multiple Excel Files
- 35.520.1907 Appending Contents and Name of x<sup>th</sup> Table

## 40. CONDITIONAL LOGIC

- 40.100.1910 Extract to New Column Based on Prior Row
- 40.105.1910 Extract to New Column Based on Next Row

Course for Corresponding Video:

Power Query Academy	Dimensional Modeling	
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Power Query Academy	Dimensional Modeling	
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## 50. RANKING

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- 50.105.2001 Standard Competition Ranking
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- 50.115.2001 Dense Ranking
- 50.120.2004 Fractional Ranking
- 50.125.2010 Number Grouped Rows

## 60. DATE & TIME TECHNIQUES

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- 60.002.2010 Overview: Creating Dynamic Calendar Tables Part 2
- 60.100.2010 Dynamic Calendar Boundaries: Standard Year Ends
- 60.105.2010 Dynamic Calendar Boundaries: Non-Standard Year Ends
- 60.110.2010 Helper Queries for Custom Calendars
- 60.120.2010 Year End Adjustment for Non-Standard Year Ends: 12-Month Calendars
- 60.130.2010 Year End Adjustment for Non-Standard Year Ends: 364-Day Calendars

Course for Corresponding Video:

Power Query Academy	Dimensional Modeling	
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Power Query Academy	Dimensional Modeling	
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60.410.2010	PeriodID Column Recipes for 364-Day Calendars
60.420.2010	MonthID Column Recipe for 364-Day Calendars
60.430.2010	Fiscal Period Columns for 445/454/544 Calendars
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60.850.2109	Creating a Custom GetMonthEnds Function
60.855.2109	Creating a Custom GetYearEnds Function
60.900.1903	Convert a Unix Timestamp to a Valid Date
60.910.1903	Convert UTC DateTime to Local DateTime
60.920.1903	Switching DateTimes Zones

Power Query Academy	Dimensional Modeling	
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## 65. ALLOCATING VALUES

- 65.100.2109 Allocating Values Over Periods Between Two Dates
- 65.101.2109 Allocating Values Over x Periods From a Start Date
- 65.110.2109 Allocate Evenly to Each Day in Period
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- 65.130.2109 Allocate Evenly to each Month in Period
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- 65.230.2109 Allocate Evenly to each Year in Period
- 65.310.2109 Allocate Over x Months from Start Date
- 65.320.2112 Allocate Over x Years from Start Date
- 65.410.2109 Allocate Over x Consecutive Days from Start
- 65.420.2109 Allocate Over x Instances at y Intervals

## 70. MISCELLANEOUS

- 70.100.2112 Add a Random Number to all Table Rows
- 70.110.1908 Difference from Prior Row
- 70.120.1908 Import the Most Recent File in a Folder

Power Query Academy	Dimensional Modeling	
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Power Query Academy	Dimensional Modeling	
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