

# ***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 our Power Query Academy course and are indicated with the video icon shown here:



**If you are enrolled in the full Power Query Academy course** (not in the free trial or any of our other courses), 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.

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.







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## 00. BEST PRACTICE ARCHITECTURES

0.100.1902	Files as a Data Source	n/a
0.110.1902	Creating a Staging Query	n/a
0.120.1902	Modifying Query Load Destinations	n/a

## 10. SPLITTING DATA

10.100.1809	Split Records into Columns	 Module 3, Video 3
10.105.1809	Split Records into Rows	 Module 3, Video 4

## 20. RESHAPING DATA

20.100.1809	Pivoting Data	 Module 3, Video 2
20.105.1809	Unpivoting Data	 Module 3, Video 1
20.110.1809	Transposing Data	 Module 9, Video 3
20.115.1809	Unpivot Subcategorized Data	 Module 9, Video 3
20.116.1809	Unpivot Subcategories – Big Data	 Module 9, Video 3
20.120.1809	Pivoting Stacked Data	 Module 9, Video 2

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## 30. COMBINING DATA

30.100.1809	7 Ways to Join Your Data	 Module 5, Video 2
30.105.1809	Exact Match	 Module 5, Video 1
30.110.1809	Left Outer Join	 Module 5, Video 2
30.111.1809	Right Outer Join	 Module 5, Video 2
30.112.1809	Full Outer Join	 Module 5, Video 2
30.113.1809	Inner Join	 Module 5, Video 2
30.114.1809	Left Anti Join	 Module 5, Video 2
30.115.1809	Right Anti Join	 Module 5, Video 2
30.116.1810	Full Anti Join	 Module 5, Video 2
30.120.1809	Cartesian Product (Many to Many Join)	 Module 5, Video 3
30.125.1809	Approximate Match	 Module 5, Video 4

## 35. APPENDING DATA

35.400.1901	Appending Data Recipe Navigation	n/a
35.410.1811	Local/Network Drive “FilesList” Query	 Module 4, Video 4
35.412.1901	SharePoint/Office 365 Groups “FilesList” Query	n/a

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## 35. APPENDING DATA CONTINUED...

35.414.1901	OneDrive for Business “FilesList” Query	n/a
35.420.1901	Combine All “Flat” Files in a Folder	 Module 4, Video 4
35.500.1905	Appending a Named Worksheet or Table from Multiple Excel files	n/a
35.510.1905	Appending Contents of x <sup>th</sup> Table or Worksheet from Multiple Excel files	n/a

## 40. CONDITIONAL LOGIC

40.100.1809	Extract to New Column Based on Prior Row	 Module 11, Video 6
40.105.1809	Extract to New Column Based on Next Row	 Module 11, Video 6

## 50. RANKING

50.100.1809	Ordinal Ranking	n/a
50.105.1905	Standard Competition Ranking	n/a
50.110.1905	Modified Competition Ranking	n/a
50.115.1905	Dense Ranking	n/a
50.120.1905	Fractional Ranking	n/a
50.125.1903	Number Grouped Rows	n/a

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## 60. DATE & TIME TECHNIQUES

60.100.1809	Dynamic Calendar Boundaries	 Module 15, Video 2
60.105.1809	Dynamic Calendar: Start Date to End Date	 Module 15, Video 2
60.110.1809	Dynamic Calendar: Start Date + x Days	 Module 15, Video 3
60.900.1903	Convert a Unix Timestamp to a Valid Date	n/a
60.910.1903	Convert UTC DateTime to Local DateTime	n/a
60.920.1903	Switching DateTimes Zones	n/a

## 70. MISCELLANEOUS

70.100.1809	Add a Random Number to all Table Rows	n/a
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