

# 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 courses and are indicated with the video icon shown here:



**If you are enrolled in the corresponding Power Query Academy course** (not in 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. *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

## 00. Best Practice Architectures

- 0.100.1902 Files as a Data Source
- 0.110.1910 Creating a Staging Query
- 0.120.1910 Modifying Query Load Destinations

### Course for Corresponding Video:

- n/a
- Power Query Fundamentals
- Power Query Fundamentals

## 10. Splitting Data

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

- Power Query Essentials
- Power Query Essentials

## 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
- 20.120.1910 Pivoting Stacked Data

- Power Query Essentials
- Power Query Essentials
- n/a
- n/a
- Power Query Advanced
- Power Query Advanced
- Power Query Advanced
- Power Query Advanced

Look for the Pattern Difficulty scale:





# Power Query Recipes – Table of Contents

## 30. Combining Data

30.100.1910	7 Ways to Join Your Data
30.105.1910	Exact Match
30.110.1910	Left Outer Join
30.111.1910	Right Outer Join
30.112.1910	Full Outer Join
30.113.1910	Inner Join
30.114.1910	Left Anti Join
30.115.1910	Right Anti Join
30.116.1910	Full Anti Join
30.120.1910	Cartesian Product (Many to Many Join)
30.125.1910	Approximate Match

### Course for Corresponding Video:

	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials
	Power Query Essentials

## 35. Appending Data

35.100.1910	Basic Append
35.400.1908	Appending Data Recipe Navigation
35.410.1910	Local/Network Drive "FilesList" Query
35.412.1901	SharePoint/Office 365 Groups "FilesList" Query

	Power Query Essentials
	n/a
	Power Query Essentials
	n/a

Look for the Pattern Difficulty scale:





# Power Query Recipes – Table of Contents

## 35. Appending Data Continued...

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

### Course for Corresponding Video:

n/a
Power Query Essentials
Power Query Essentials
n/a
n/a

## 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

Power Query Advanced
Power Query Advanced

## 50. Ranking

50.100.2001	Ordinal Ranking
50.105.2001	Standard Competition Ranking
50.110.2001	Modified Competition Ranking
50.115.2001	Dense Ranking
50.120.2001	Fractional Ranking
50.125.2001	Number Grouped Rows

Power Query Advanced
Power Query Advanced
Power Query Advanced
Power Query Advanced
Power Query Advanced
Power Query Advanced

Look for the Pattern Difficulty scale:








# Power Query Recipes – Table of Contents

## 60. Date & Time Techniques


60.100.1910	Dynamic Calendar Boundaries
60.105.1910	Dynamic Calendar: Start Date to End Date
60.110.1910	Dynamic Calendar: Start Date + x Days
60.800.1910	Replace <i>null</i> with Current Date
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

### Course for Corresponding Video:

	Power Query Advanced
	Power Query Advanced
	Power Query Advanced
	n/a
	n/a
	n/a
	n/a

## 70. Miscellaneous

70.100.2001	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 Advanced
	n/a
	n/a

Look for the  
Pattern  
Difficulty scale:



No  
Code



Lo  
Code



Pro  
Code

© www.powerquery.training



TOC: 00.004.2001

