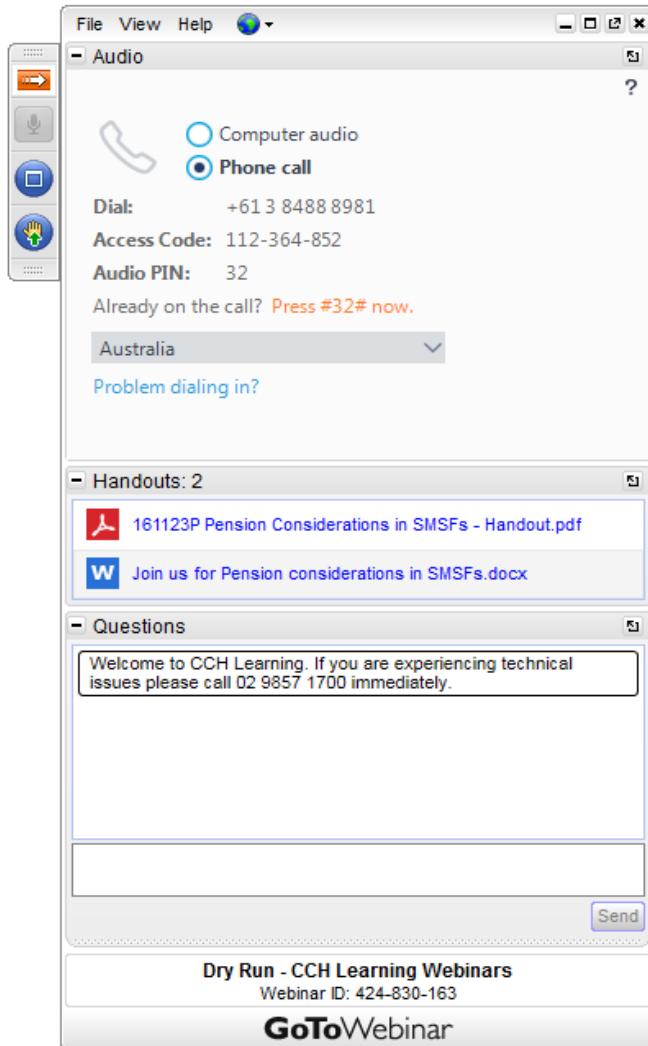

Data Cleansing in Excel Made Easy

Ryan Racelis

Thursday 2 February 2023



How to participate today



- Handouts Section - PowerPoint
- Sound Problems? Toggle between Audio and Phone
- Within 24-48 hours you will receive an email notification of the e-learning Recording

Questions?



Susannah Gynter
Moderator

Type your
question and hit
Send





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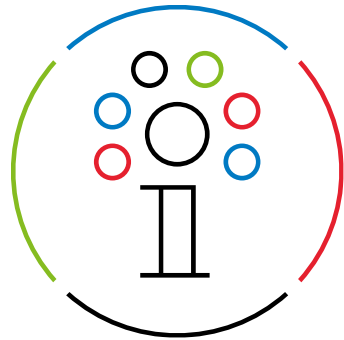
au-cchlearning@wolterskluwer.com

Your Presenter



Ryan Racelis
Certified Microsoft IT Trainer
Lumify

Today's session will cover



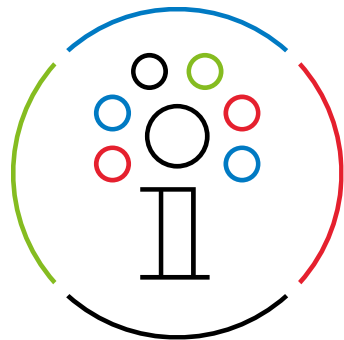
- How to get data from an Excel file, CSV, the web
- How to cleanse, scrub, shape that data
- How to load that data

An Introduction to Get & Transform (aka Power Query)

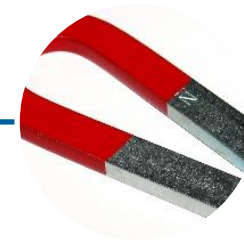
- Self-service Business Intelligence made easy!



Get & Transform (Power Query)



Discover/
Extract

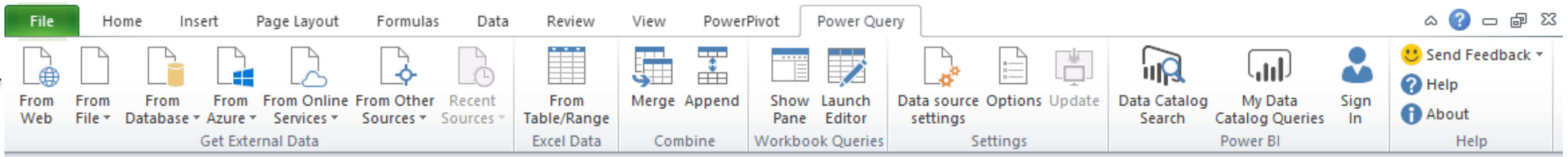


Combine/
Transform

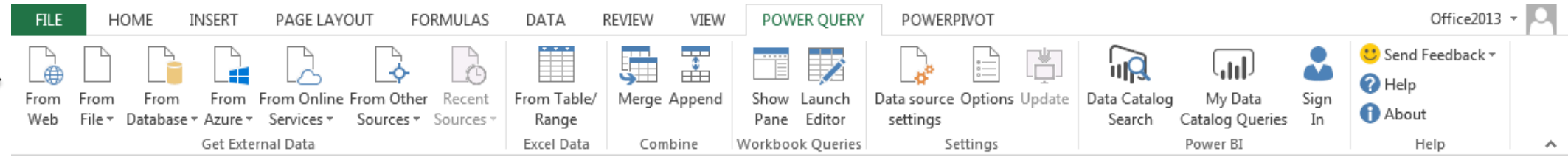


Refine/
Load

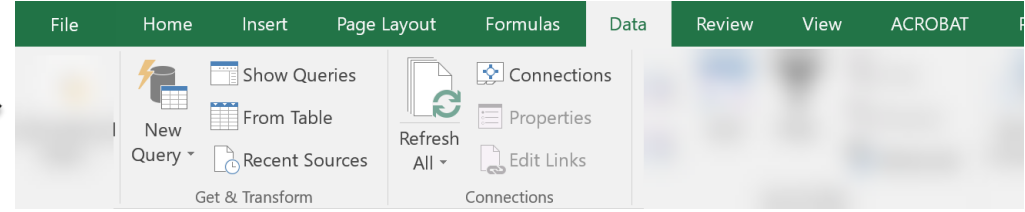
2010



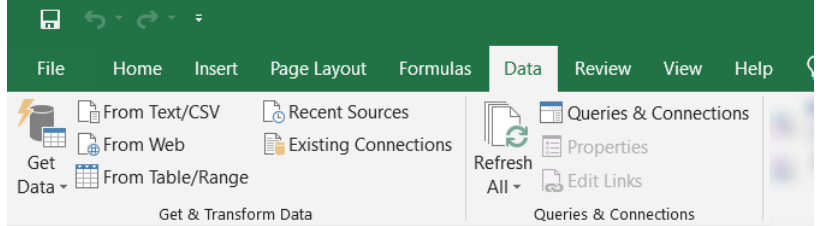
2013



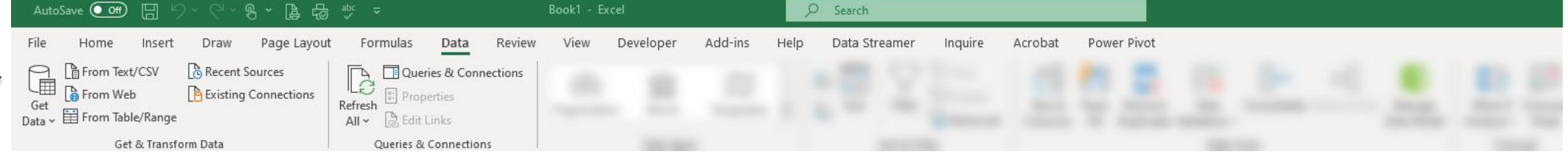
2016



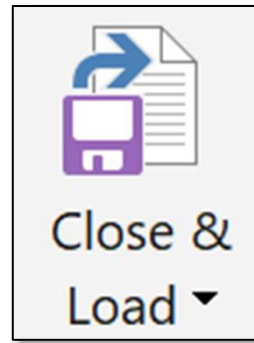
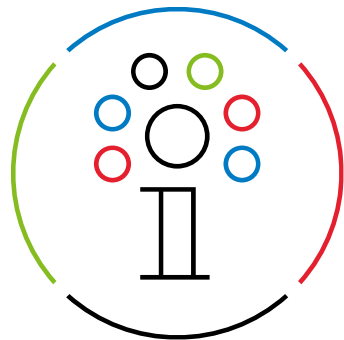
2019



Office 365



Differences – Close & Load



Import Data ? X

Select how you want to view this data in your workbook.

- Table
- PivotTable Report
- PivotChart
- Only Create Connection

Where do you want to put the data?

- Existing worksheet:
=\$A\$1
- New worksheet

Add this data to the Data Model

Properties... OK Cancel

Load To X

Select how you want to view this data in your workbook.

- Table
- Only Create Connection

Select where the data should be loaded.

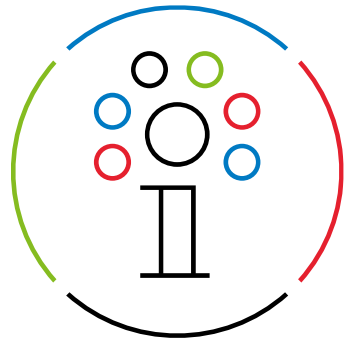
- New worksheet
- Existing worksheet:
\$A\$1

Add this data to the Data Model

Load Cancel

<Questions>

You can type them in the “Questions” box now
Or contact me via:



- <Ryan Racelis>
- <Certified Microsoft IT Trainer>
- <Lumify>
- <<https://www.lumifywork.com/en-nz>>

Questions?

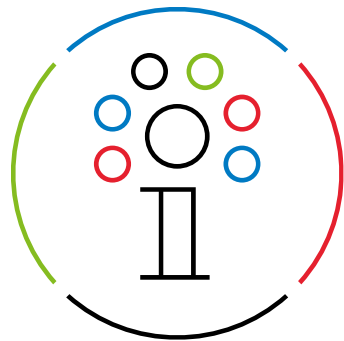


Susannah Gynter
Moderator

Type your
question and hit
Send



Upcoming Webinars



- 7 February – Cyber Security Update – February 2023
- 7 February – Division 7A Essentials
- 8 February – Succession Planning for SMSF's – Who Controls the SMSF When You Can't
- 8 February – Choosing a Business Structure
- 14 February – Salary Packaging Opportunities, Ideas and Insights
- 15 February – Family Law Financial Agreements – Back to Basics

Questions



Ryan Racelis
Certified Microsoft IT Trainer
Lumify

Next steps

Please complete the Feedback Survey when the webinar ends

Within 24-48 hours you will be enrolled into the E-Learning which includes:



- a PDF of the PowerPoint
- a verbatim Transcript
- any supporting documentation
- a CPD Certificate

Thank you for attending

