



Power BI Template for Incident and note counts

Exordium Networks

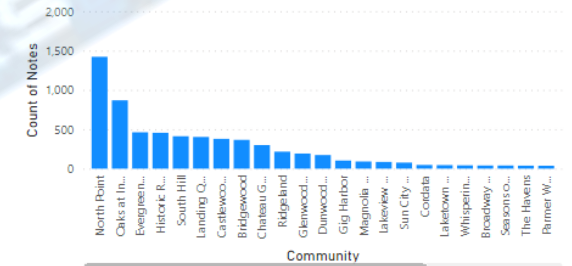
Abdeali Khurram

Objectives

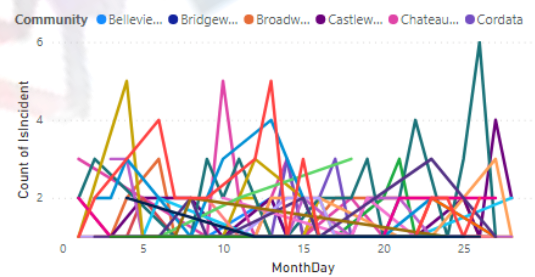
- Reliably obtain a count of Incidents and Notes associated with each community
- Inputs: Two Excel files with one sheet each
- Output:
 - Table with Community Name, Count of incidents, Count of notes
 - Visualizations of total incidents per community, total notes per community, and total notes and incidents per day

Community	Count of Notes	Count of Incidents
Evergreen Place	462	44
South Hill	412	35
Broadway Mesa	40	25
Castlewoods	379	25
Historic Roswell	456	23
Oaks at Inglewood	869	23
Chateau Gardnerville	300	20
Glenwood Village	192	19
Landing Queensbury	403	16
Ridgeland	216	16
Cordata	47	15
Dunwoody Place	173	12
Total	6466	412

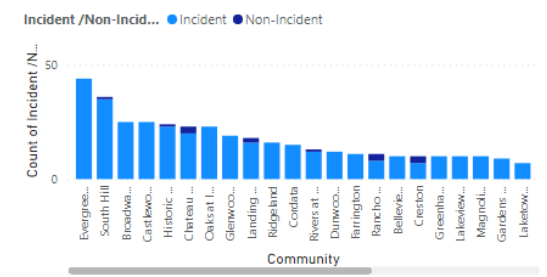
Count of Notes by Community



Count of incidents by day



Count of incidents by community



Usage

- After installing Power BI Desktop, open the IncidentReportsPSLTemplate.pbix file
- Please enter the paths to both report files in the two parameter fields
 - To get the path, open the folder containing these files in the File Explorer
 - Right-click the filename with Shift held down (Shift+Right-click)
 - Select “Copy as Path”
 - Paste the filename in the appropriate field – incident file in Incident filename and Notes file in Notes filename
 - Please make sure to remove the quotes from the beginning and end of each filename

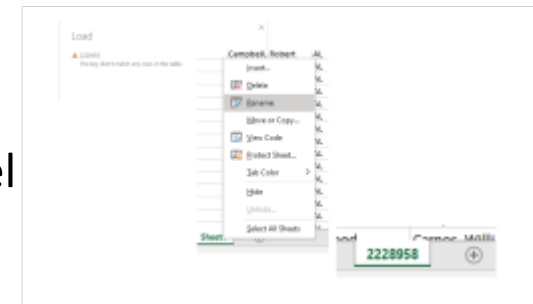
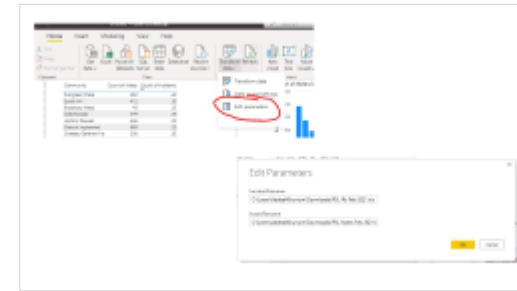
Slide 4: Visual depiction of Shift-Right-click, Copy as Path process



- The sheets should load and present you with the prepared visualization
- The visualization can be updated, tweaked, and also exported as PDF

Troubleshooting

- If an “Illegal characters in path” error comes up, this usually means that the filename has quotation marks in it
 - Close the dialog
 - Under Home, in the Queries section, click the arrow by Transform data
 - Select Edit Parameters
 - Remove the leading and trailing quotation marks and press OK
- “The key didn’t match any rows in the table”
 - Check the filename in the parameter field
 - If correct:
 - Temporary fix: change the Sheet name in the Notes file to 2228958. Then save Excel file and hit Apply Changes in Power BI Desktop
 - For more permanent fix, contact Exordium Support to make proper adjustments to template file



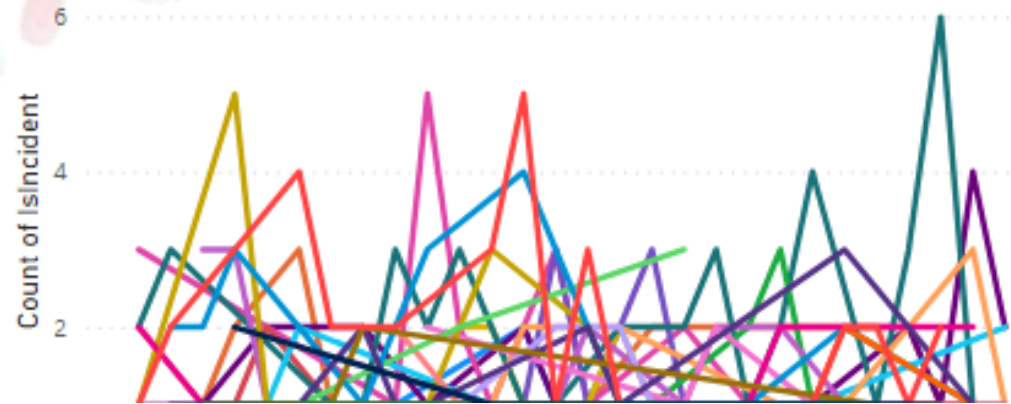
Exporting data

- You can export the table in the top-left corner of the visualization by:
 - Clicking the box
 - clicking the three dots in the bottom-right of the box
 - More Options > Export Data
- This will export the table as a CSV file

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Glenwood Village	192	19
Landing Queensbury	403	16
Ridgeland	216	16
Cordata	47	15
Dunwoody Place	173	12
Total	6466	412

Count of incidents by day

Community ● Bellevie... ● Bridgew... ● Broadw... ● Castlew... ● Chateau... ● Cordata



- Export data
- Show as a table
- Remove
- Automatically find cl
- Spotlight
- Sort descending
- Sort ascending
- Sort by

Questions or Support?

- Contact us at support@exordiumnetworks.com!
- Abdeali Khurram: akhurram@exordiumnetworks.com
- Arshad Mehmood: Arshad@exordiumnetworks.com
- Hussain Bangash: hsangash@exordiumnetworks.com



- Open
- Edit
- New
- Open as Read-Only
- Print
- Open in Protected View
- Open with Code
- Move to OneDrive
- 7-Zip
- CRC SHA
- Convert to Adobe PDF
- Create and Share Adobe PDF
- Combine files in Acrobat...
- Edit with Vim
- Share
- Open with
- Give access to
- Copy as path
- PowerRename
- Restore previous versions
- Send to
- Cut
- Copy
- Create shortcut
- Delete
- Rename
- Properties

Edit Parameters

IncidentFilename
C:\Users\AbdealiKhurram\Downloads\PSL IRs Feb 2021.xls

NotesFilename
C:\Users\AbdealiKhurram\Downloads\PSL Notes Feb 2021 (1)

OK Cancel

No quotes at the beginning or end of the filename

Move to Copy to Delete Rename Organize

- PSL IRs Feb 2021
- PSL Notes Feb 2021 (1)
- PSL IRs Feb 2021

Untitled - Power BI Desktop

Home Insert Modeling View Help

Cut Copy Format painter


Get data Excel Power BI datasets SQL Server Enter data Dataverse Recent sources

Clipboard Data

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Oaks at Inglewood	869	23
Chateau Gardnerville	300	20

Transform data Refresh New visual Text box More visuals

Transform data Data source settings Edit parameters



Edit Parameters

IncidentFilename
C:\Users\AbdealiKhurram\Downloads\PSL IRs Feb 2021.xls

NotesFilename
C:\Users\AbdealiKhurram\Downloads\PSL Notes Feb 2021 (

OK Cancel

Load

⚠ 2228958

The key didn't match any rows in the table.

Campbell, Robert | AL

- Insert...
- Delete
- Rename**
- Move or Copy...
- View Code
- Protect Sheet...
- Tab Color >
- Hide
- Unhide...
- Select All Sheets

Sheet.

2228958 | +

Assumptions made

- File structure:
 - Incident file will contain Community Name and Incident Type fields
 - Incident file has one worksheet named 'Sheet 1'
 - Incident Type is a categorical field with possible values of Incident and Non-Incident
 - Notes file will contain Community Name similar to Incident file and one Note per line
 - Notes file has one worksheet named '2228958'
- Data
 - Non-incidents do not need to be counted
 - Each file represents one month's data
 - Notes and Incident file represent the same month's data