

Create a Calendar Table from a Defined Field

1. Create a query for “**Product Sales.xlsx**”.
2. Create a **Blank Query** named “**StartDate**”.

```
= #date(Date.Year(List.Min(Table.Column(Sales, "Date"))), 1, 1)
```

3. Create a **Blank Query** named “**EndDate**”.

```
= #date(Date.Year(List.Max(Table.Column(Sales, "Date"))), 12, 31)
```

4. Create a **Blank Query** name “**Calendar**”.

```
= {Number.From(StartDate)..Number.From(EndDate)}
```

5. Convert to a table.
6. Rename “**Column1**” to “**Date**”.
7. Set data type for “**Date**” column to **DATE**.
8. Build the following derived columns:
 - a. Year
 - b. Month
 - c. Month Name
 - d. Day
 - e. Day Name
 - f. Day of Week
 - g. Week of Year
 - h. Week of Month
 - i. Quarter
9. Set the “**StartDate**” and “**EndDate**” queries to not “**Enable Load**”.
10. **Close and Load** to the Data Model.
11. Join the “**Date**” columns in the two tables in the **Model View**.
12. Hide the following fields from the **Report View**:
 - a. Calendar[Date]
 - b. Calendar[Day of Week]
 - c. Calendar[Month]
 - d. Sales[Date]
13. In the **Report View**, create a **Matrix** with the following settings:
 - a. **Rows**: Year & Month Name
 - b. **Columns**: Supplier
 - c. **Values**: Sales