

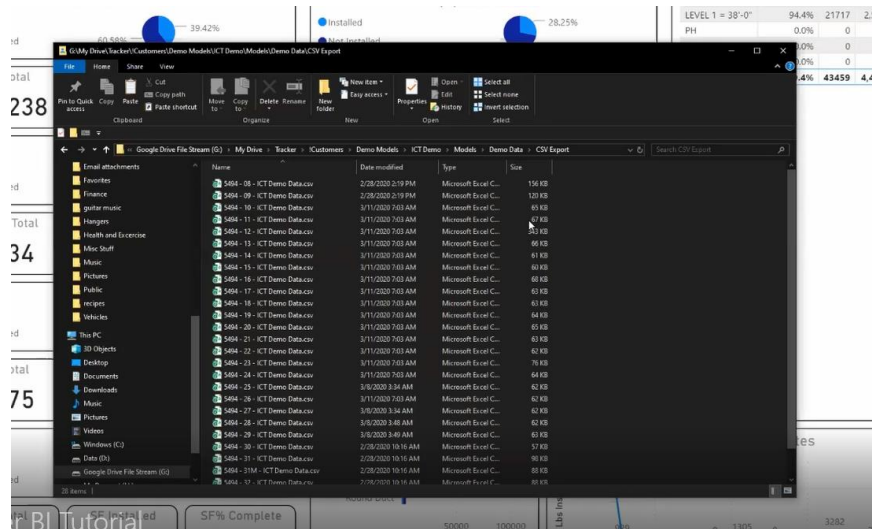
Updating your Power BI Report

One of the advantages of ICT Tracker is the ability to use your data from your models to generate reports.

- ➔ Once the status is updated in the app, exit back out to the main screen and hit Request Report.

When you click Request Report, an email will be sent to you within one to two minutes.

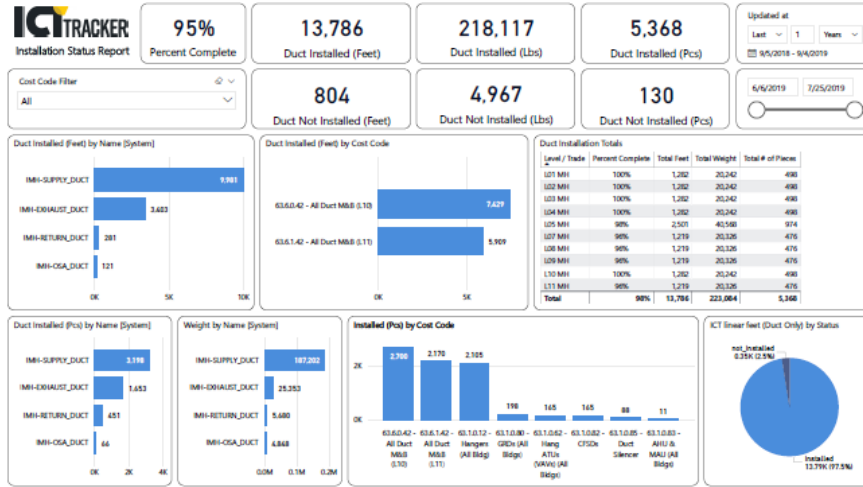
- ➔ When you receive the email, download the email to a folder you designate.



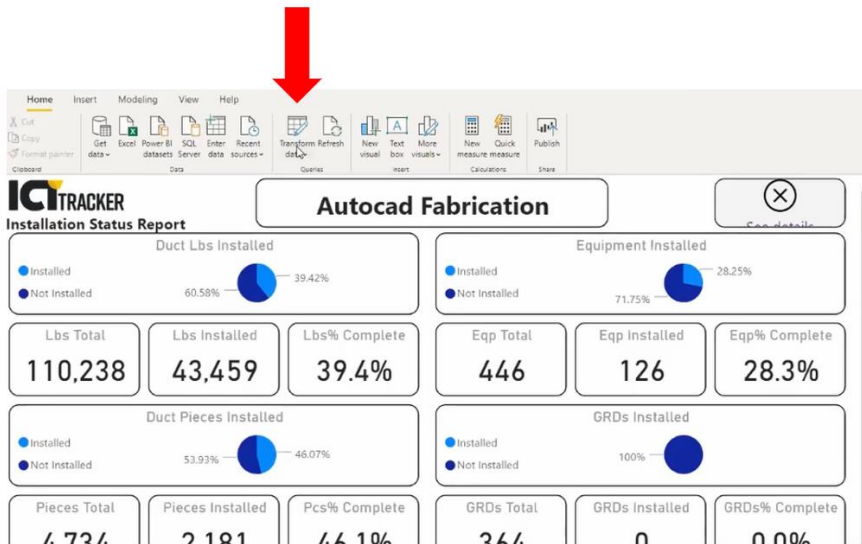
- ➔ Download the CSV data and overwrite the file that you have set up. You will do this each time you have an update.

Note: You will always have a history of the file in your email. The CSV file is the current record set that is used to feed Power BI.

You should have received a PBIX file that contains a master Power BI file with a number of formats such as this example. When you receive this file, it will have the last data that you collected.

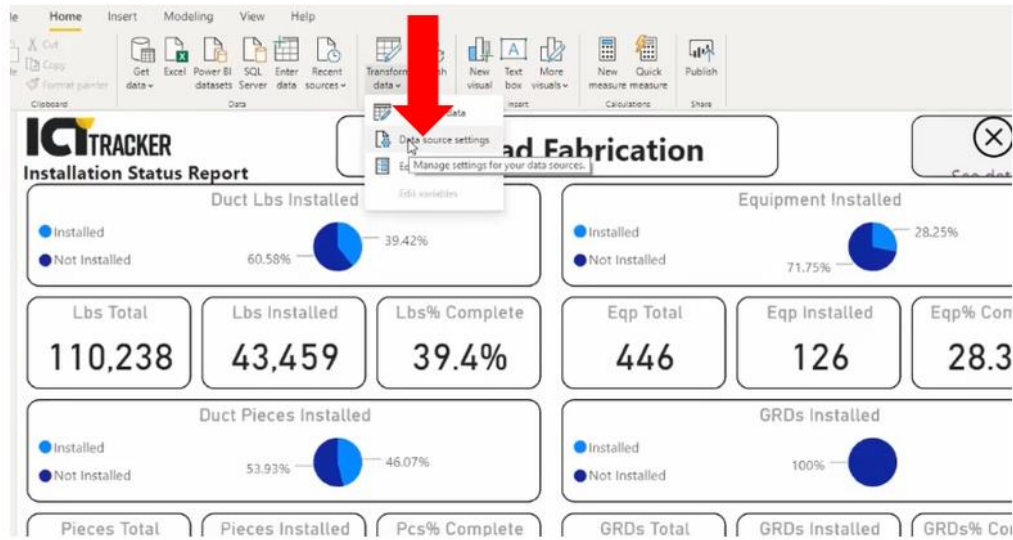


➔ You may use this file on multiple jobs as your master. You can copy it and change the data source.

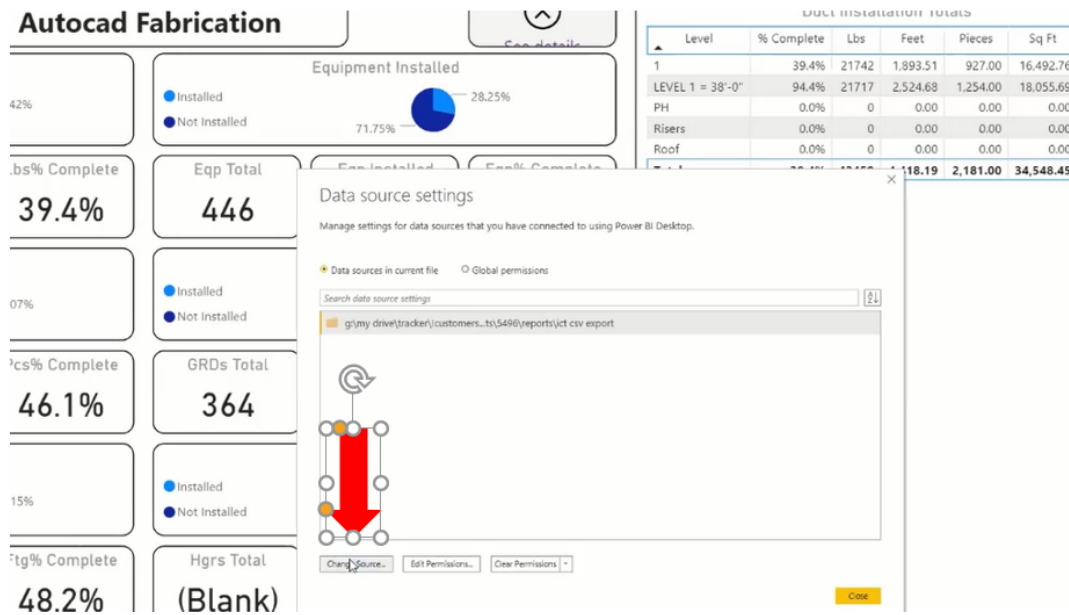


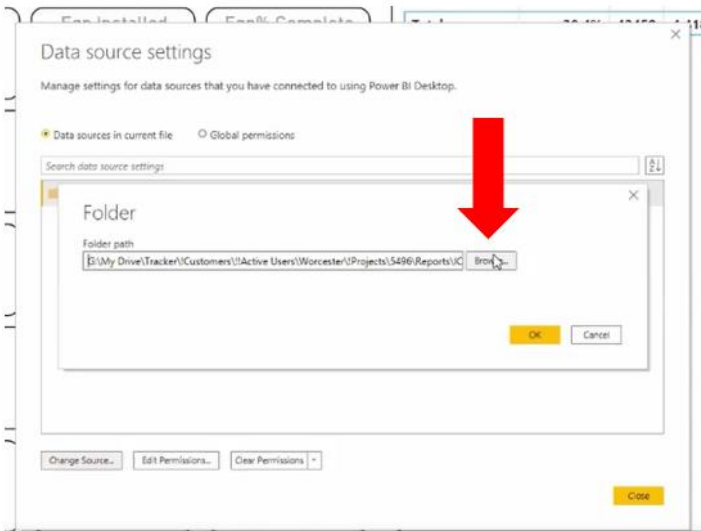
In this case you will change the data source.

➔ Click on Transform Data under queries on the Ribbon. Choose from the dropdown Data Source Settings

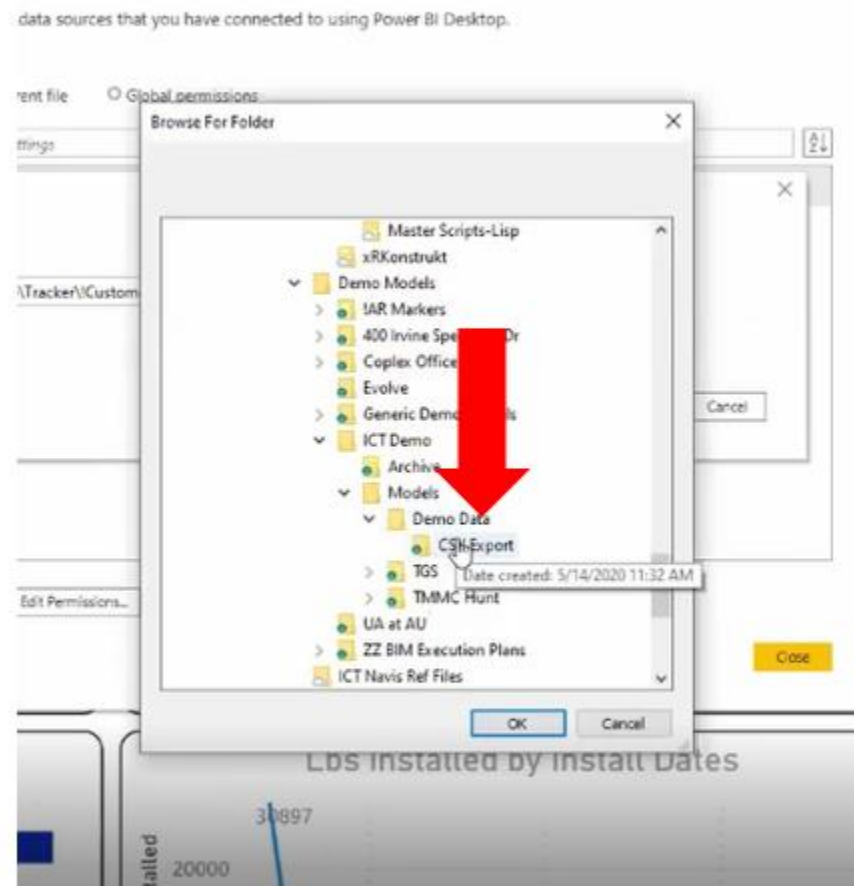


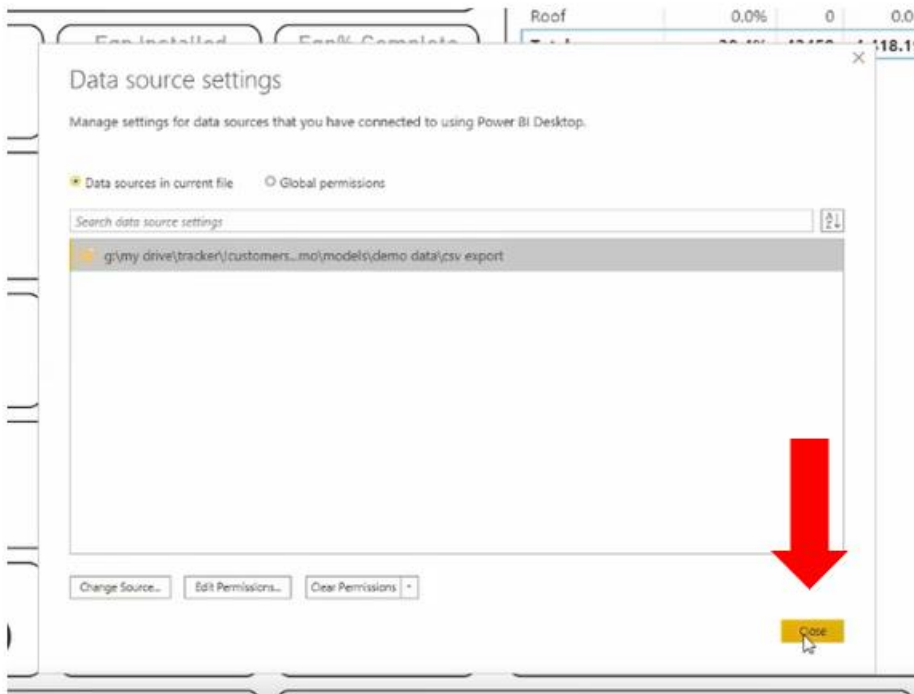
➔ Change the Source and then click Browse



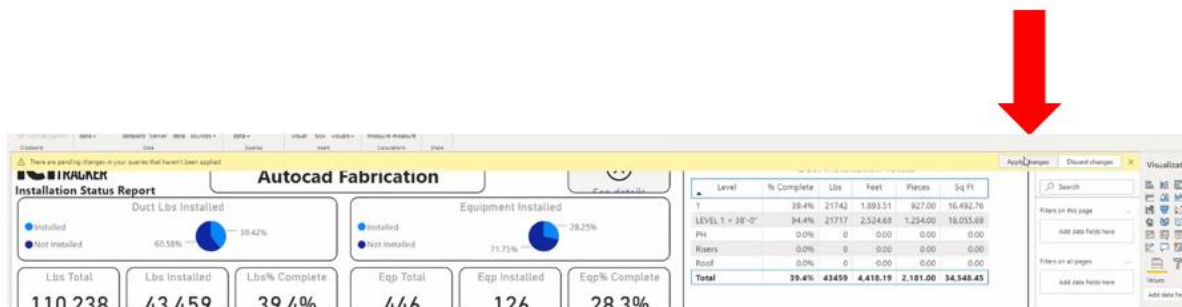


➔ Select the files you want to use by clicking on that file and click OK. It is now changing the source of where to read the data.





➔ Click on Close and the hit Apply changes. It will now go back out and read the CSV files and update all the fields based on that data

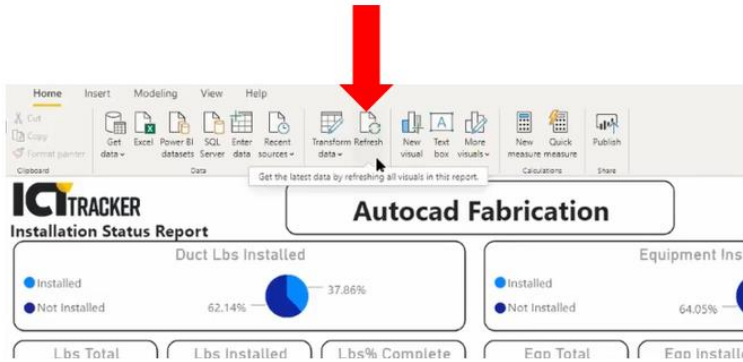


You will now see a new report with the new data

Workflow:

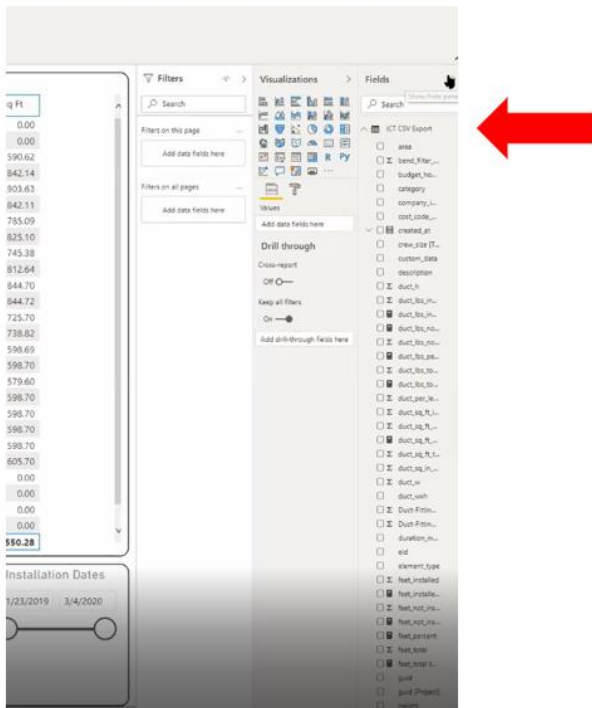
1. Request a Report
2. Check your email for a new CSV file
3. Copy CSV file into the folder you set up
4. Open Power BI
5. Hit Refresh

When you hit Refresh, it will automatically read that folder and apply any new CSV data and update the report.



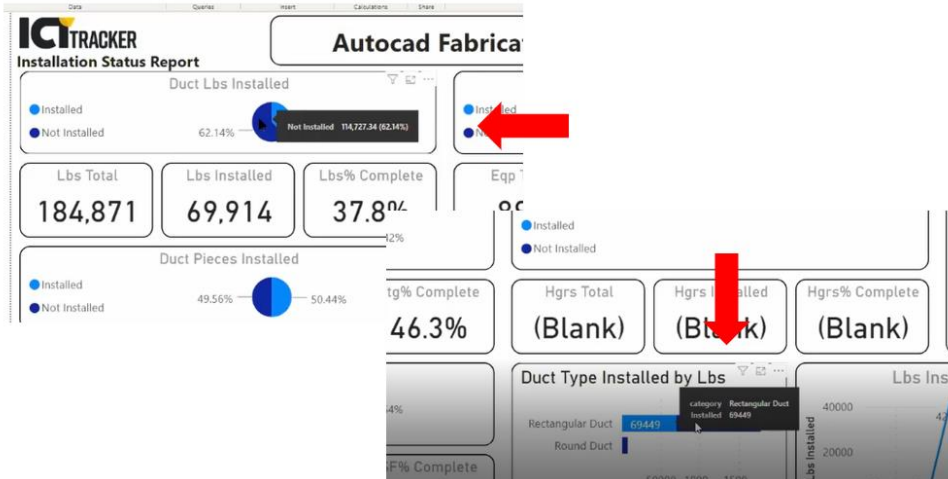
How to use and read a Power BI Report

You can minimize the menu items on the right to better view the report.

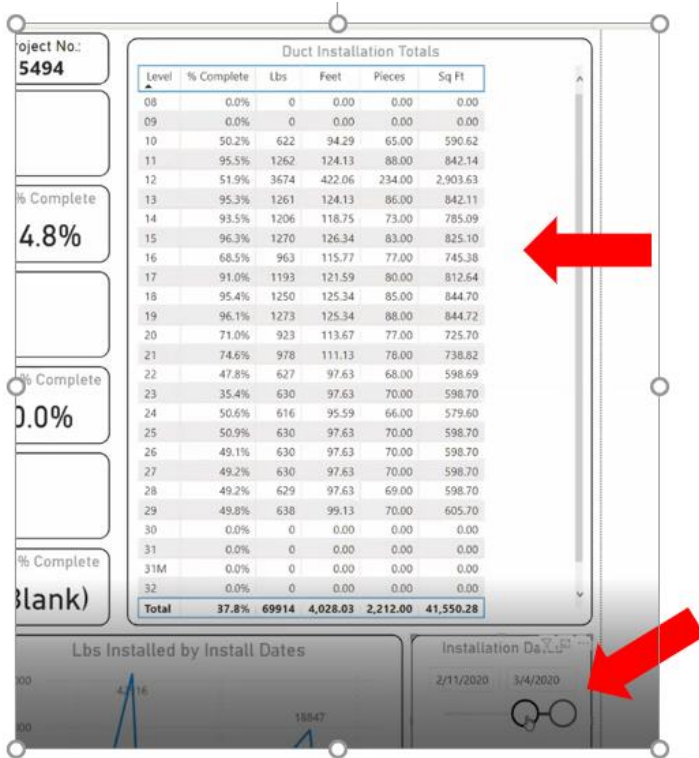


All the fields (boxes) are interactive visuals that have associated data.

To read more info, just hover you mouse over the visuals to give you more data

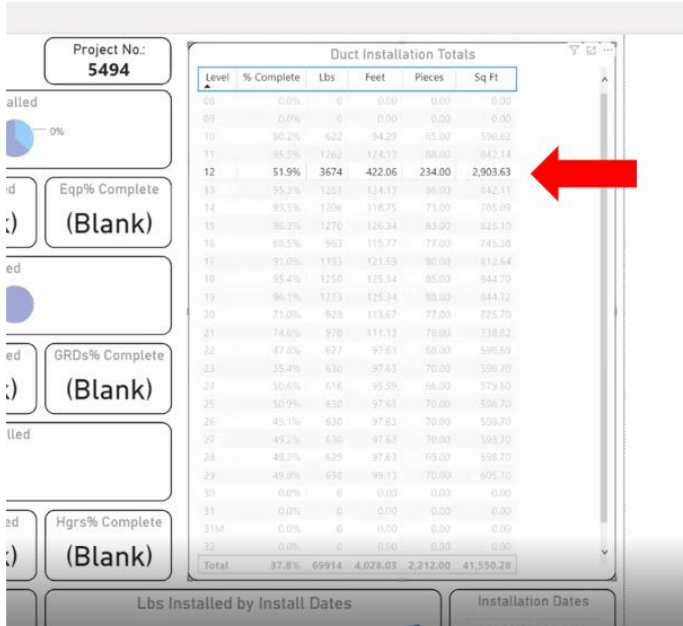


On the lower right is a filter you can drag to view different dates and will modify the report based on the range of dates you select.



If you want to see something that happened on a specific floor (level) just select it and it creates a filter and show you only the data for that specific floor.

Click anywhere outside the data to update



Project No.: 5494

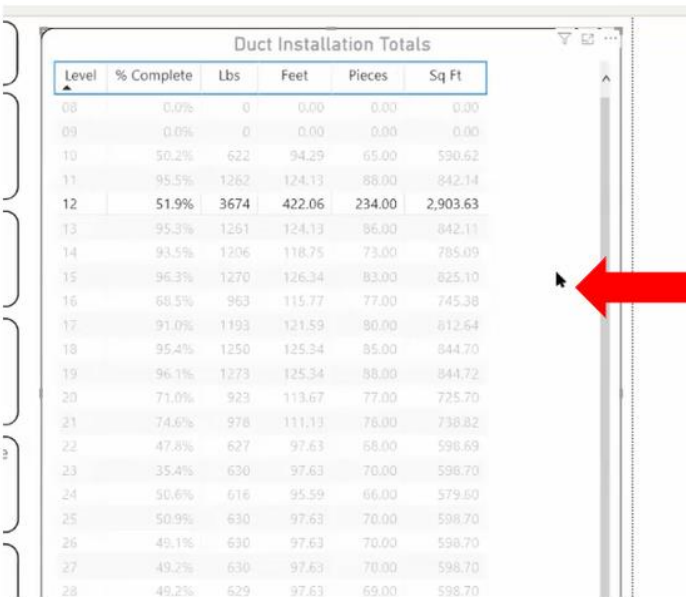
Eqp% Complete (Blank)

GRDs% Complete (Blank)

Hgrs% Complete (Blank)

Level	% Complete	Lbs	Feet	Pieces	Sq Ft
08	0.0%	0	0.00	0.00	0.00
09	0.0%	0	0.00	0.00	0.00
10	50.2%	622	94.29	65.00	590.63
11	95.5%	1262	124.13	88.00	842.14
12	51.9%	3674	422.06	234.00	2,903.63
13	95.3%	1261	124.13	86.00	842.11
14	93.5%	1206	118.75	73.00	785.09
15	96.3%	1270	126.34	83.00	825.10
16	68.5%	963	115.77	77.00	745.38
17	91.0%	1193	121.59	80.00	812.64
18	95.4%	1250	125.34	85.00	844.70
19	96.1%	1273	125.34	88.00	844.72
20	71.0%	923	113.67	77.00	725.70
21	74.6%	978	111.13	76.00	738.82
22	47.8%	627	97.63	68.00	598.69
23	35.4%	630	97.63	70.00	598.70
24	50.6%	616	95.59	66.00	579.60
25	50.9%	630	97.63	70.00	598.70
26	49.1%	630	97.63	70.00	598.70
27	49.2%	630	97.63	70.00	598.70
28	49.2%	629	97.63	69.00	598.70
29	49.0%	630	99.13	70.00	605.10
30	0.0%	0	0.00	0.00	0.00
31	0.0%	0	0.00	0.00	0.00
31M	0.0%	0	0.00	0.00	0.00
32	0.0%	0	0.00	0.00	0.00
Total	87.8%	69914	4,028.03	2,212.00	41,550.28

Lbs Installed by Install Dates Installation Dates



Level	% Complete	Lbs	Feet	Pieces	Sq Ft
08	0.0%	0	0.00	0.00	0.00
09	0.0%	0	0.00	0.00	0.00
10	50.2%	622	94.29	65.00	590.63
11	95.5%	1262	124.13	88.00	842.14
12	51.9%	3674	422.06	234.00	2,903.63
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25	50.9%	630	97.63	70.00	598.70
26	49.1%	630	97.63	70.00	598.70
27	49.2%	630	97.63	70.00	598.70
28	49.2%	629	97.63	69.00	598.70

Note: You may have multiple pages to the report so be sure to note any tabs at the bottom.