Fabric Plan

E9 Build a P&L in the Intelligence Sheet

18 min

In this exercise you will build a P&L statement on top of a semantic model, apply a financial template, add calculated and input rows, format the layout, and export the report to Excel and PDF.

Part 1 Create the Intelligence Sheet and Map Data

~5 min

Create a new Intelligence Sheet, add the Matrix visual, connect measures and dimensions from the semantic model, and apply the financial template to produce a clean P&L layout.

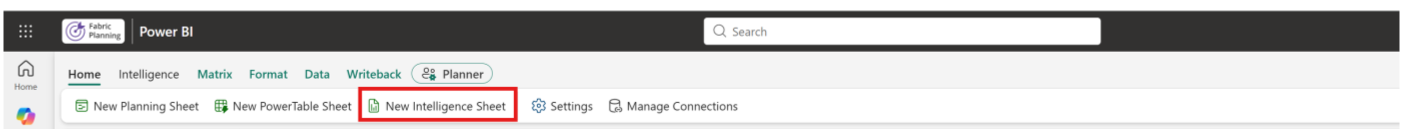
1. Add the Semantic Model

i. From the **Data** panel on the right, click **Add Semantic Model.**

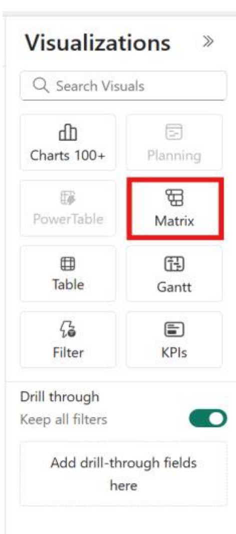
ii. Select **Enterprise Dataset ▲** from the list and click **Connect.**

2. Create a New Intelligence Sheet

i. Go to the **Home Tab** and select **New Intelligence Sheet.**



ii. From the **Visualization** tab, select the **Matrix** visual to add it to the canvas.



3. Map the Data

i. Click the **Fields** tab on the right panel.

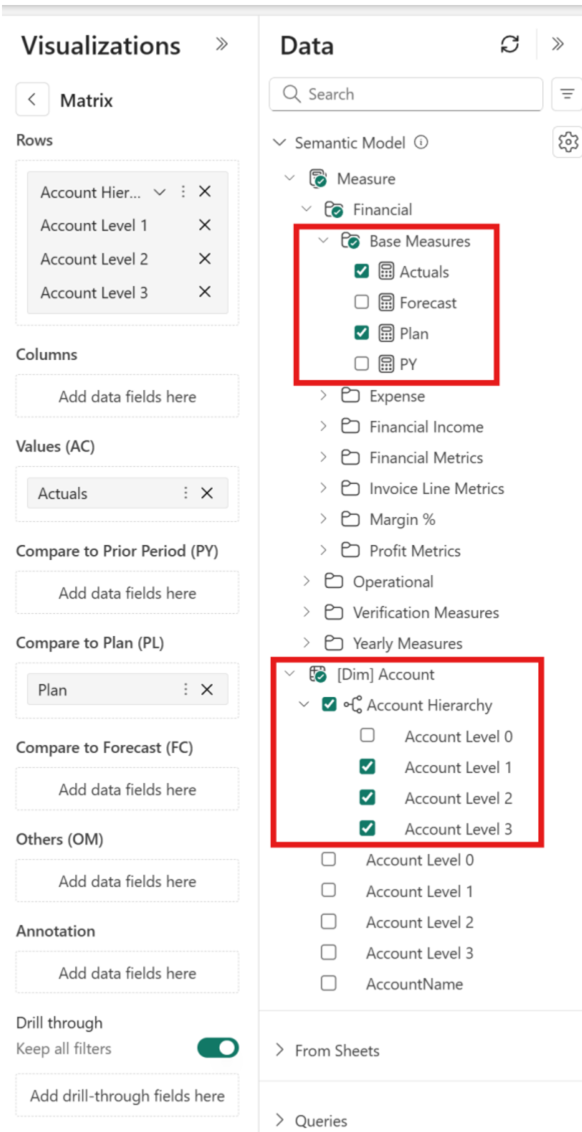
ii. Drag the following measures into **Values**:

a. Measures > Financial > Base Measures > **Actuals**

b. Measures > Financial > Base Measures > **Plan**

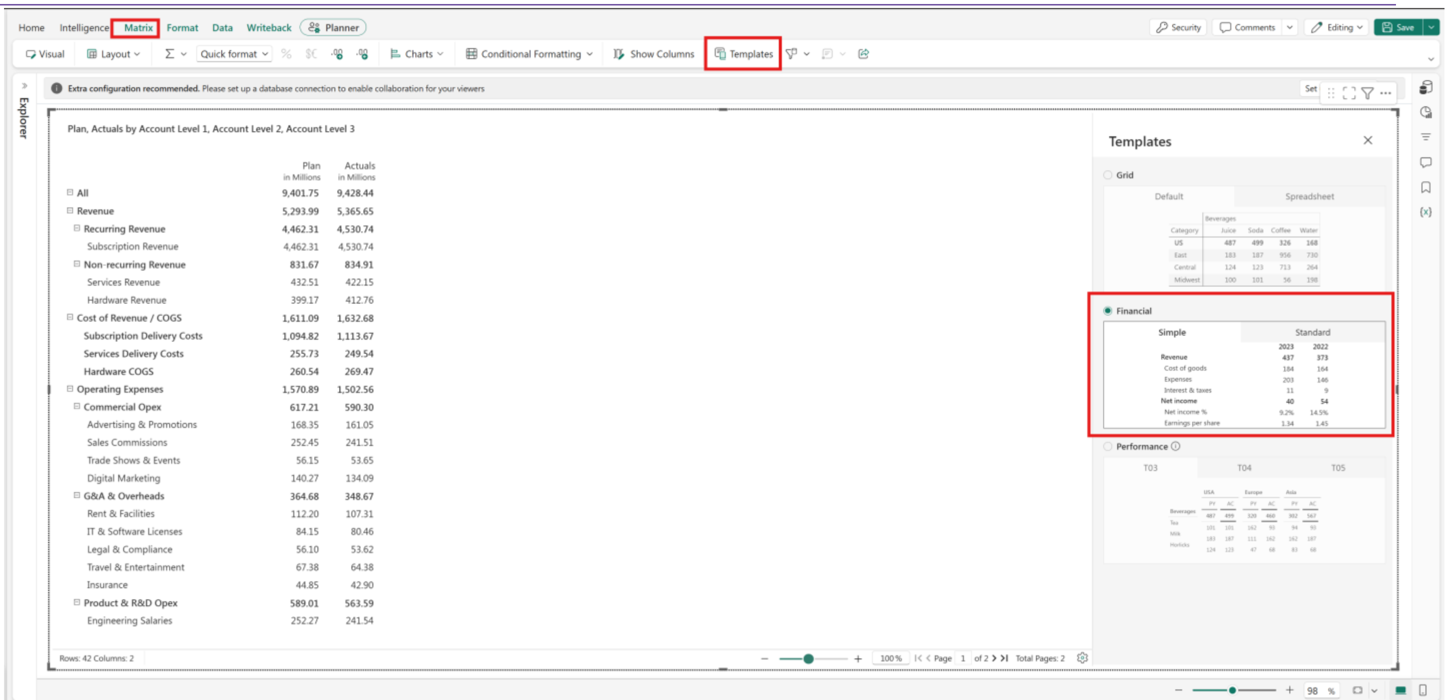
iii. Expand **[Dim] Account** and drag **Account Hierarchy** into the **Rows** area.

iii. Drag **Time** into the **Columns** area.



4. Apply the Financial Template

iv. From the **Matrix** tab on the toolbar, select **Templates** and choose **"Financial"**.

v. 

vi. The matrix updates with indentation, subtotals, and bold parent rows applied automatically.

Part 2 Add Calculated and Input Rows ~8 min

Insert rows that do not exist in the semantic model: a calculated Gross Margin percentage row, a static Shares Outstanding input row, and a calculated Earnings Per Share row.

5. Insert a Calculated Row: Gross Margin %

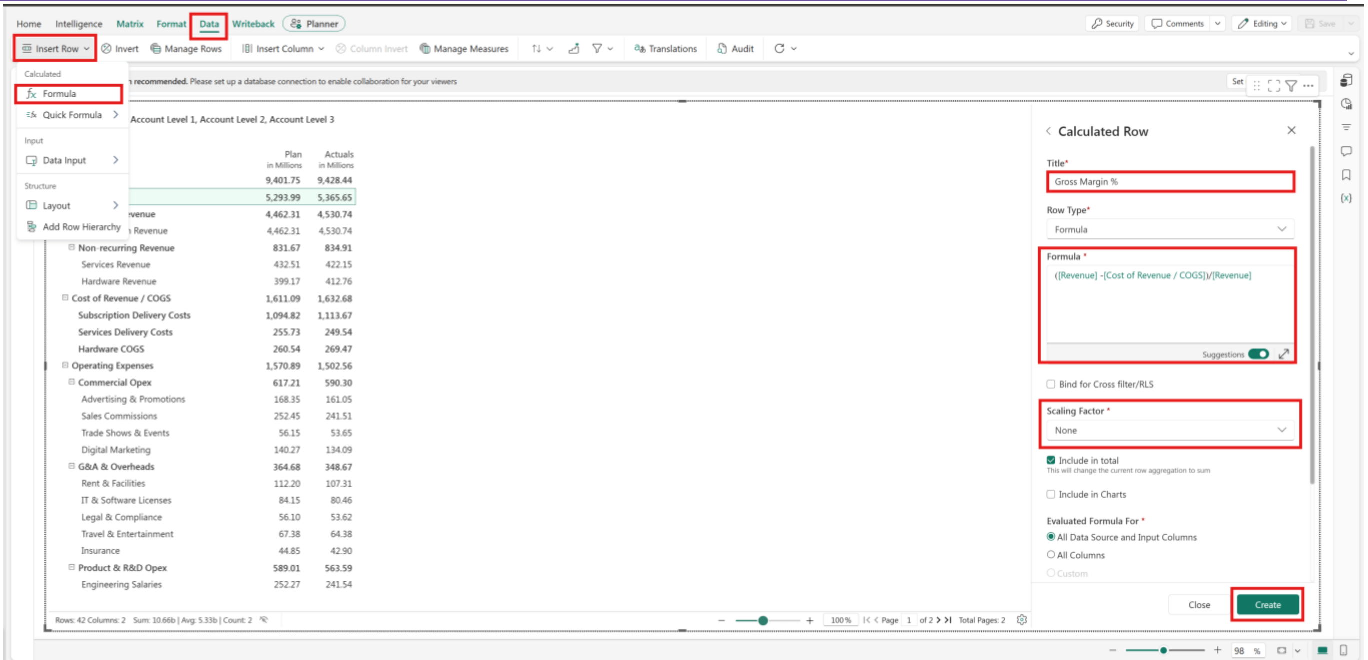
i. From the **Data** tab on the toolbar, select **Insert Row** > **Calculated Row.**

ii. Name the row **"Gross Margin %"**.

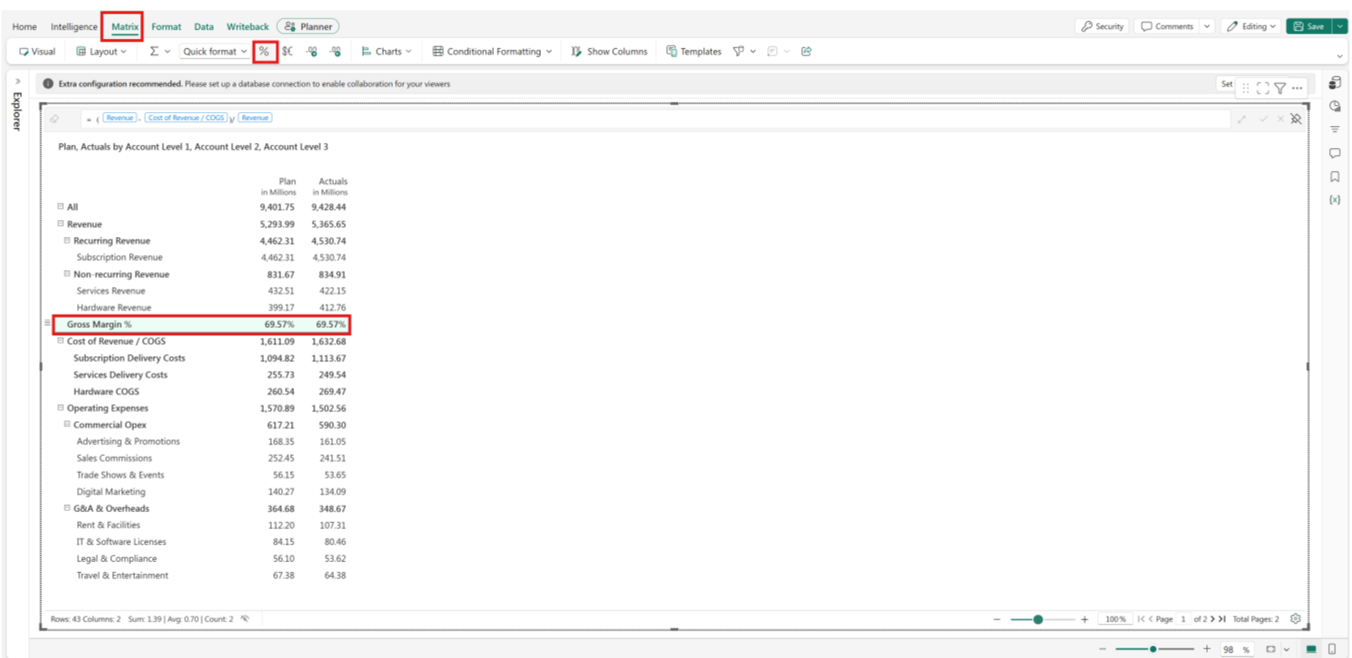
iii. Enter the formula: **(Net Revenue – Cost of Revenue) / Net Revenue** using row references.

vii. Set the Scaling Factor to **None** and click **Create.**

Fabric Plan



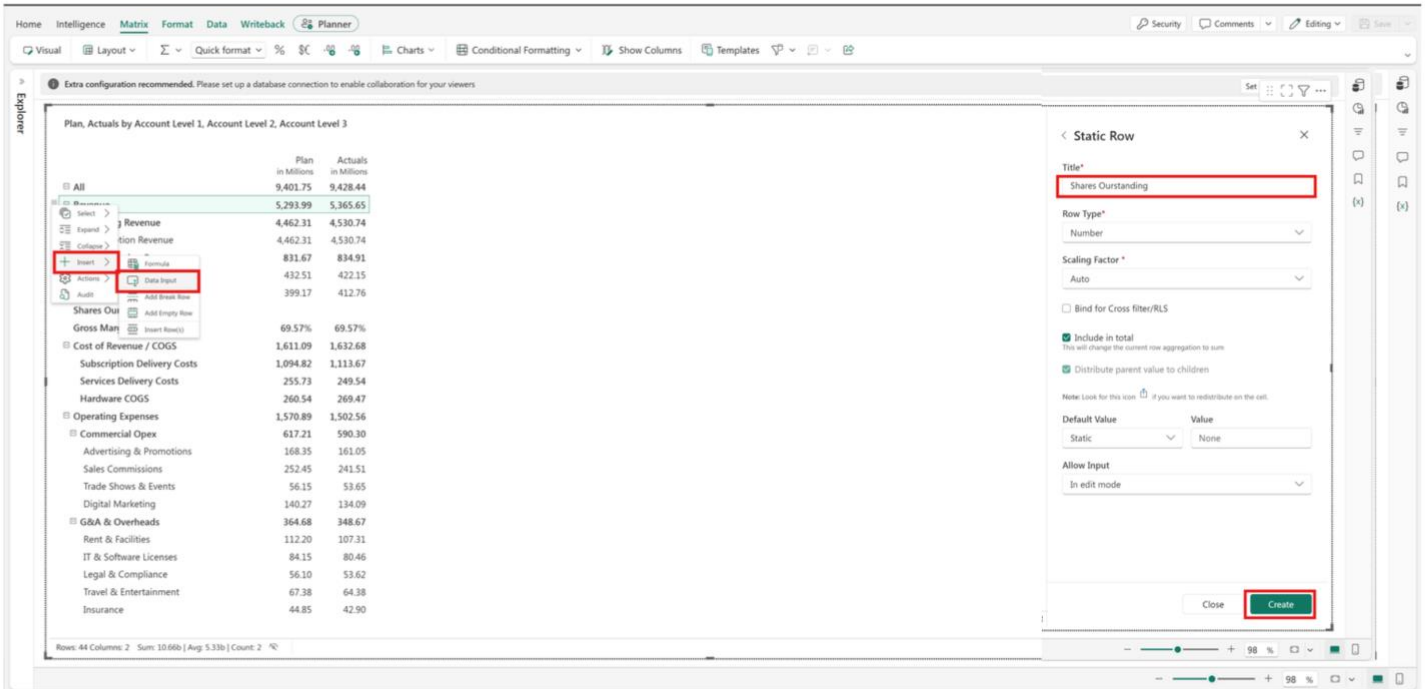
viii. Select the **Gross Margin %** and click on the % symbol from the **Matrix** tab



6. Insert a Static Input Row: Shares Outstanding

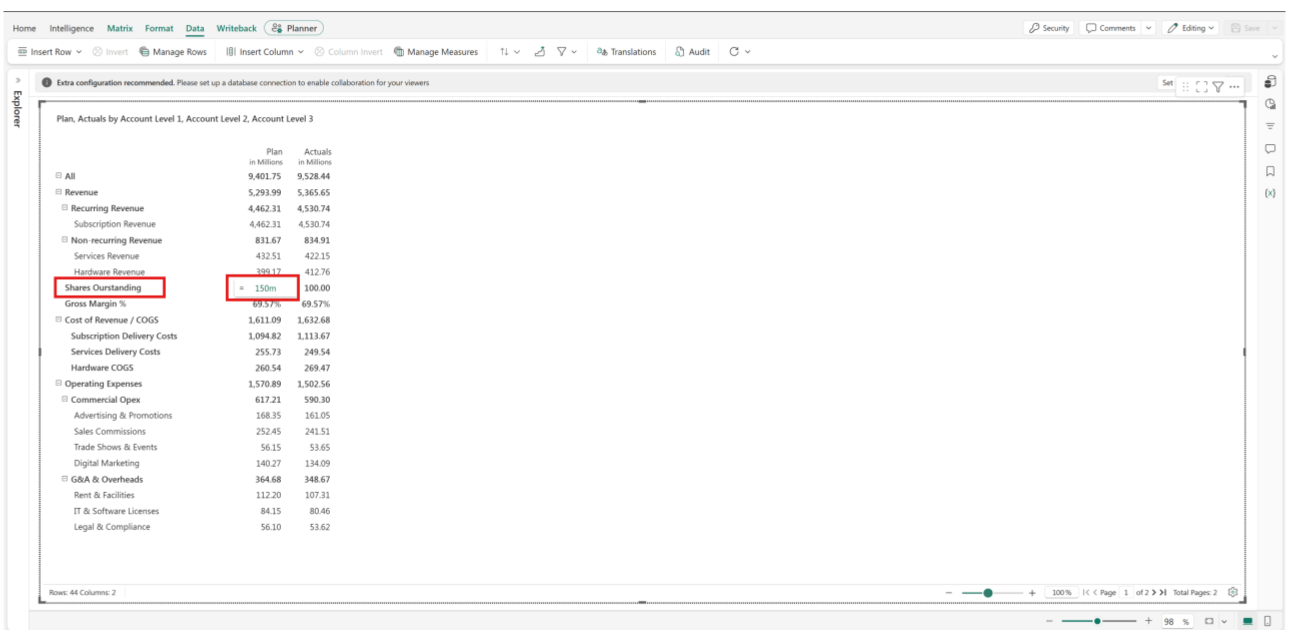
ix. Click **Revenue** row gripper **Insert** > **Data Input.**

x. Name the row **"Shares Outstanding"** and click **Create.**



i. Enter the value for **Actuals** as 100m and hit enter.

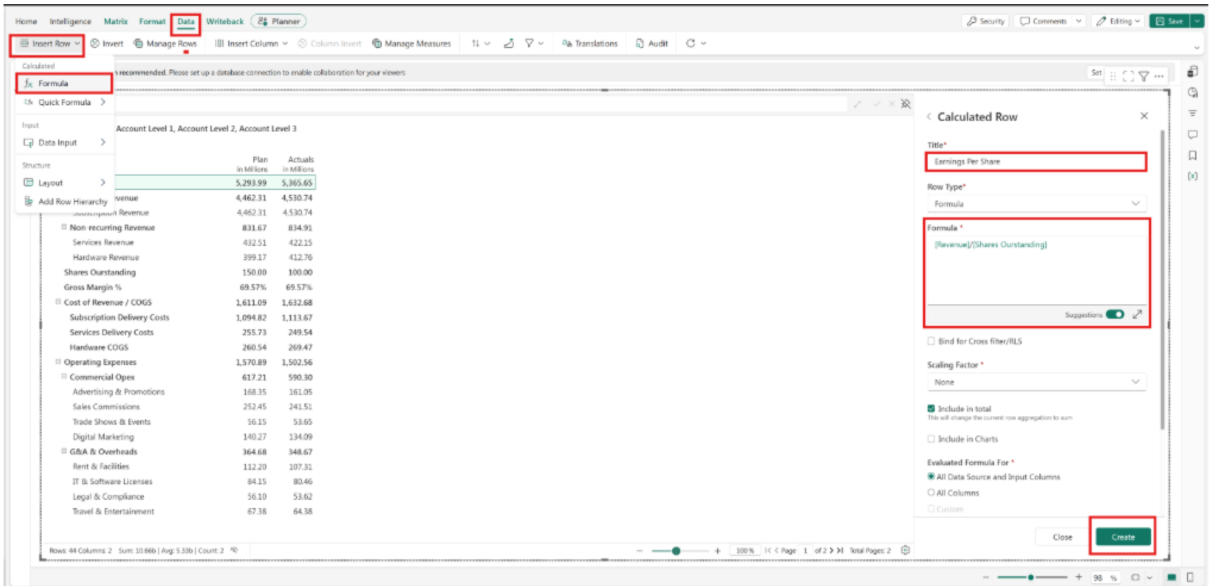
xi. Enter the value for **Plan** as 150m and hit enter.



7. Insert a Calculated Row: Earnings Per Share

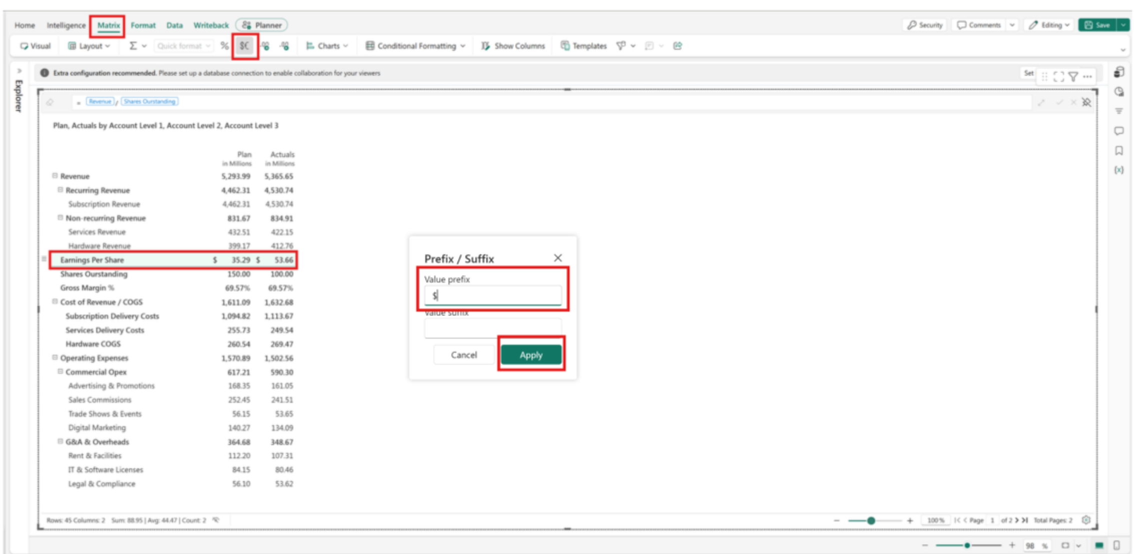
i. Select **Insert Row** > **Calculated Row.**

xii. Name the row **"Earnings Per Share"** and enter the formula: **Revenue / Shares Outstanding** and click **Create.**



xiii. From the **Matrix** tab, click on the $€ symbol.

xiv. Enter Value prefix as "$"



Part 3	Format and Organize the Report	~5 min

Group columns, reorder rows, hide confidential rows, add gridlines, and apply brand colors to the matrix header.

8. Group Rows and Columns

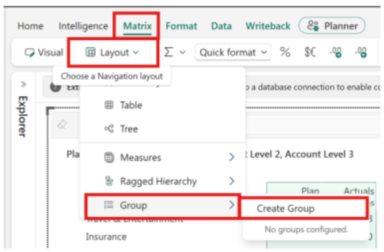
i. CTRL Click on **Engineering Salaries** and **Product Management** and select **Matrix>Layout>Create Group** to roll create a group called **“Confidential”.**

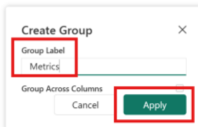
a. Click on the gripper icon for **“Confidential”** and select **Actions>Hide icon & children** from the context menu.

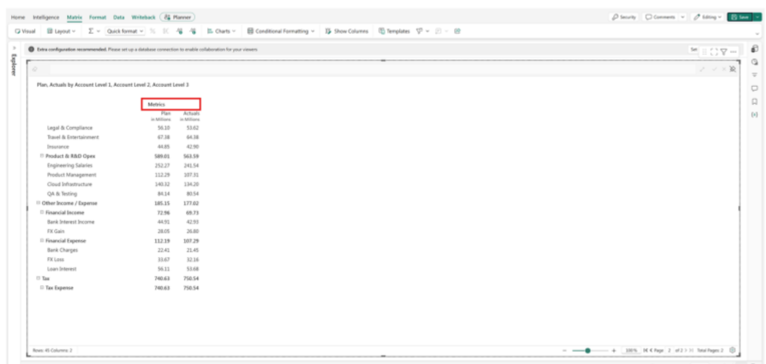
b. Select the **“Confidential”** row and click on *I* on the **Format** tab.

xv. Click on **Font Color** and choose color from the color picker and set the color to #9467BD and click **Save.**

xvi. CTRL Click on the column headers of Actuals and Plan and select **Matrix>Layout>Create Group** to roll create a group called **“Metrics”.**

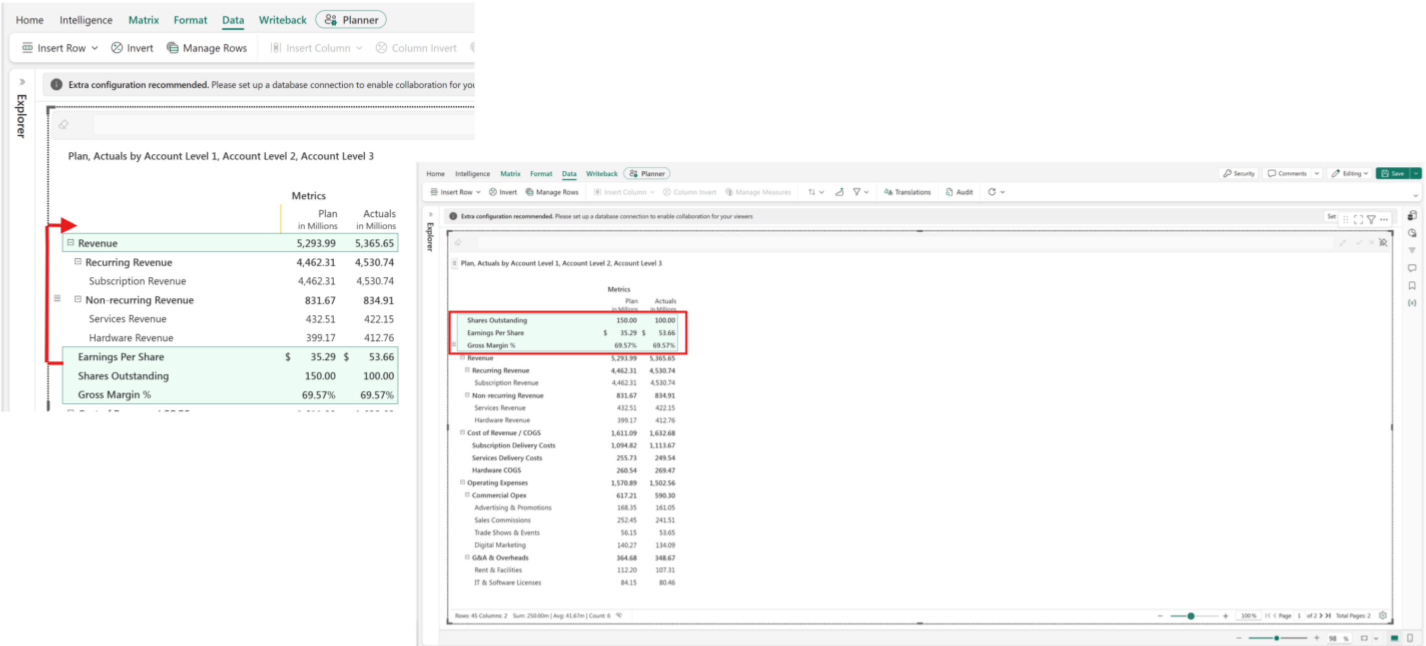




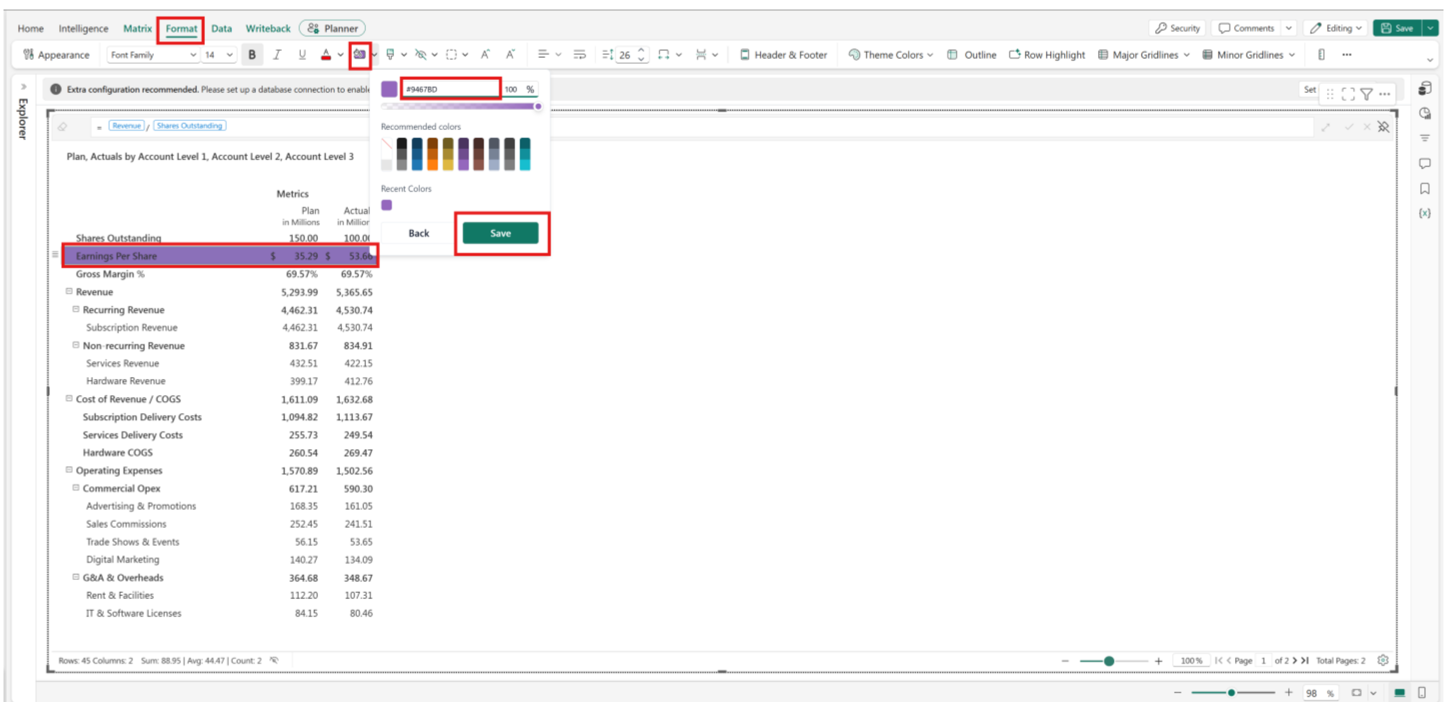


9. Reorder Rows

xvii. Drag and reorder the **Gross Margin %, Shares Outstanding and Earnings Per Share(EPS)** row above **Net Revenue** to match the standard P&L layout used by finance.



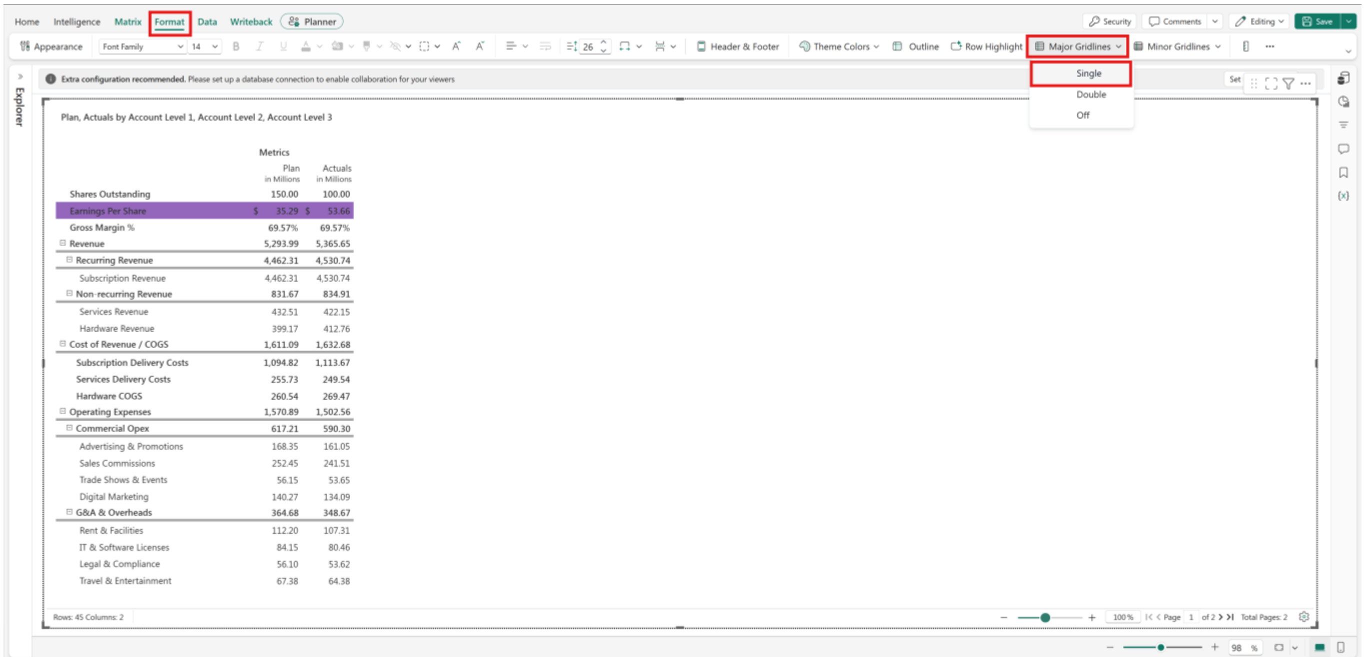
xviii. Select **Earnings Per Share(EPS)** row and highlight it using the **Format>Fill Color** color picker and set the color to #9467BD and click **Save.**



10. Apply Gridlines and Brand Colors

xix. Go to **Format** > **Grid** and enable **Major Gridlines** to make the hierarchy levels readable at a glance.

xx. Go to **Format** > **Header** and apply your organization's brand colors to the matrix header row.



Part 4	**Add Custom Columns, Report Header, and Export**	~10 min

Add an Approval Status and Stakeholder column, insert a report header with company logo, and export the finished report to Excel and PDF.

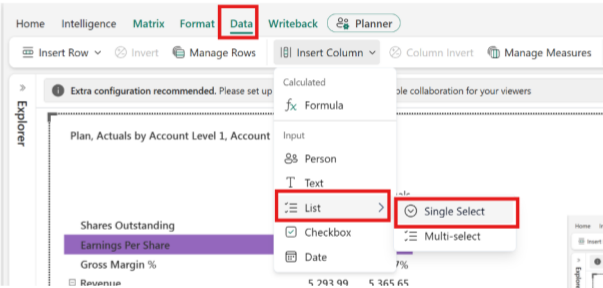
11. Add Custom Columns

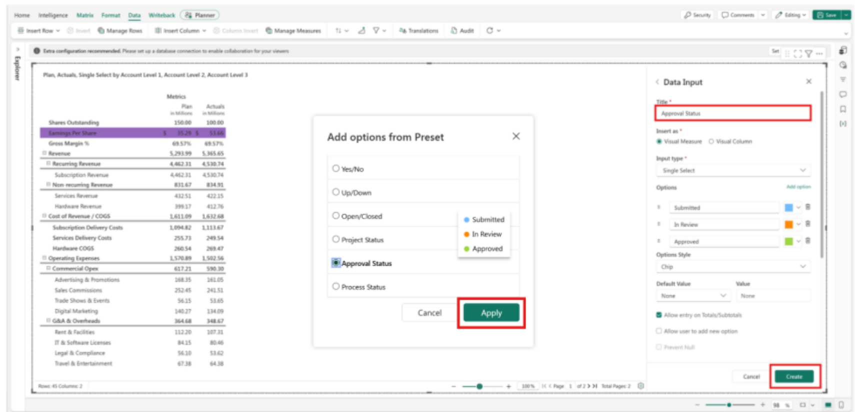
i. From the **Data** tab, select **Insert Column>List>Single Select**

ii. Set the Title to **"Approval Status"** and click on **Presets.**

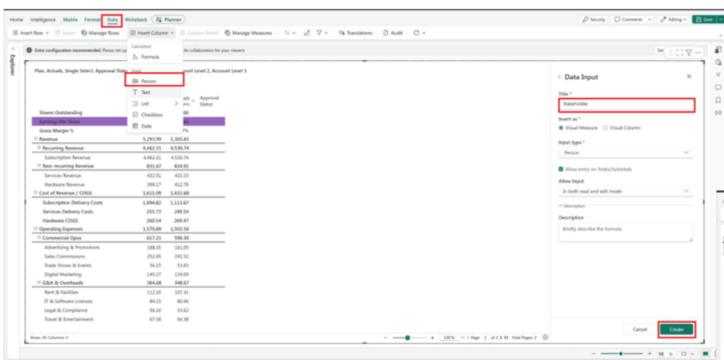
iii. Select **Approval Status** in the popup window and click **Apply.**

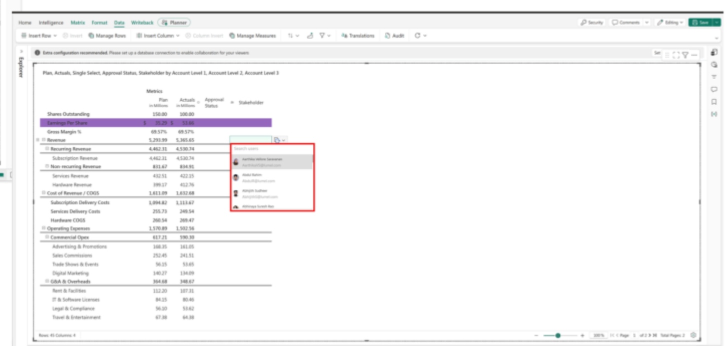
xxi. Click **Create.**





xxii. Add a second column named **"Stakeholder"** by selecting **Insert Column>Person.** In each cell, type **@** followed by a name to search the organization directory and assign ownership.



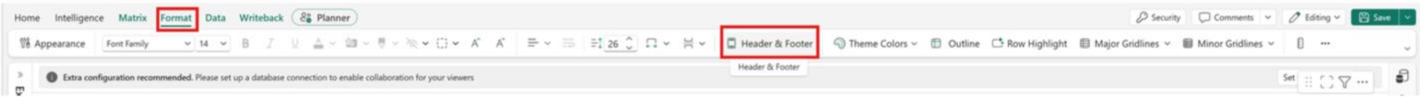


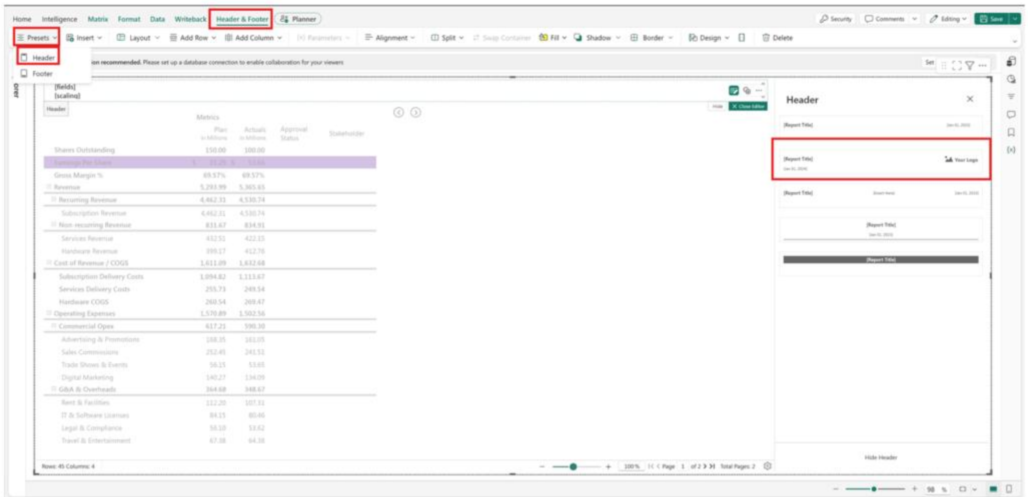
12. Add a Report Header

i. From the **Format** tab, select **Header & Footer**.

ii. From the **Header & Footer** tab, select **Presets>Header.**

xxiii. Choose a preset to automatically place the company logo, report title, and reporting period in the correct positions.

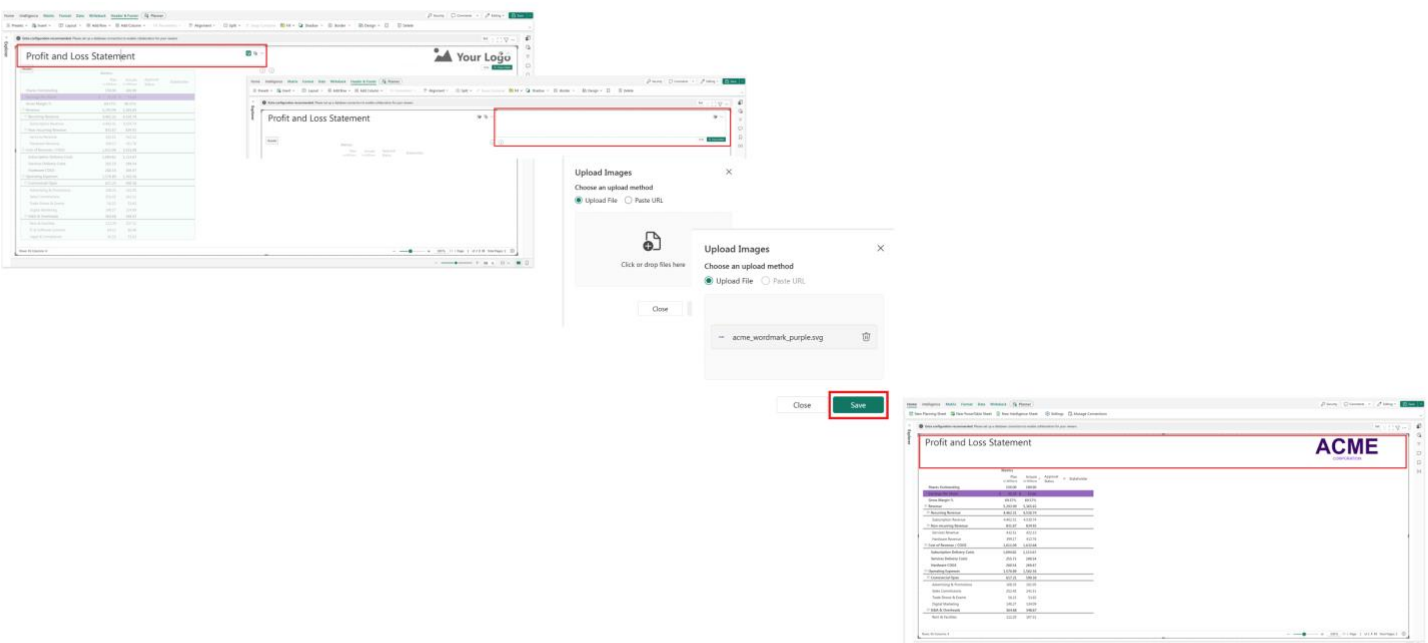




i. Modify the Report Title to “Profit and Loss Statement”

ii. Click on the container with the “Your Logo” and click on **Replace Image.**

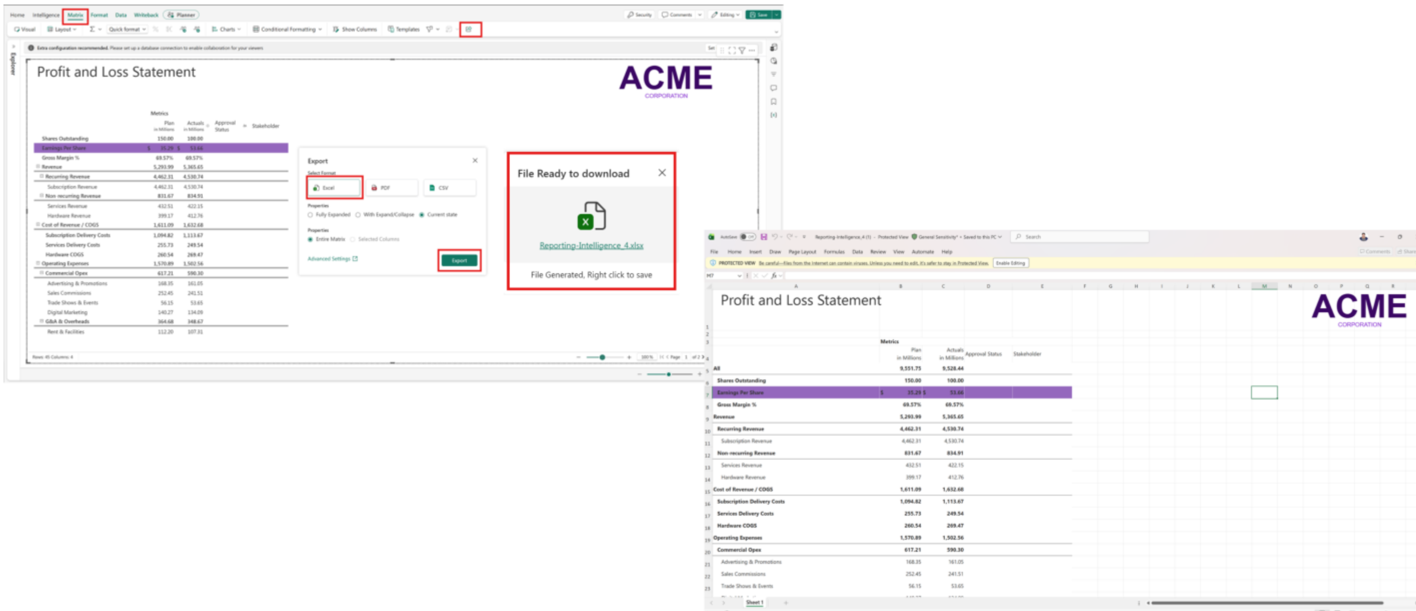
xxiv. Upload the **“acme_logo.svg”** and click **Save.**



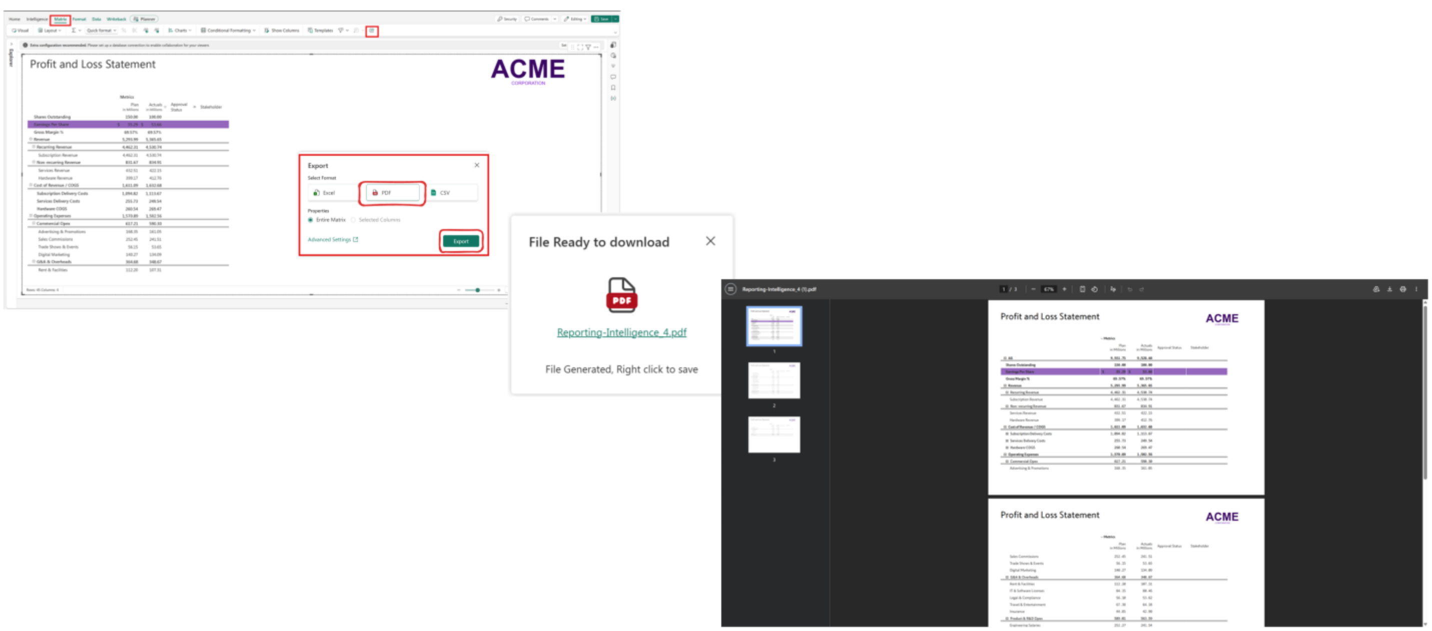
13. Export the Report

xxv. From the **Matrix** tab, select **Export** > **Excel.**

xxvi. The exported file preserves expand and collapse on the hierarchy. Recipients can drill into the P&L structure without rebuilding it.



xxvii. Select **Export** > **PDF** to generate the version for board packs and stakeholder distribution.



✓

Outcomes Created an Intelligence Sheet with a Matrix visual mapped to Actuals and Plan measures with the Account Hierarchy on rows and Time on columns. Applied the Financial template. Added three rows not in the semantic model: Gross Margin % (calculated), Shares Outstanding (static input), and Earnings Per Share (calculated). Grouped columns, reordered rows, hidden confidential rows with a tagged controller comment, applied gridlines and brand colors. Added Approval Status and Stakeholder columns, inserted a report header using a preset, and exported the finished report to Excel (with hierarchy intact) and PDF.