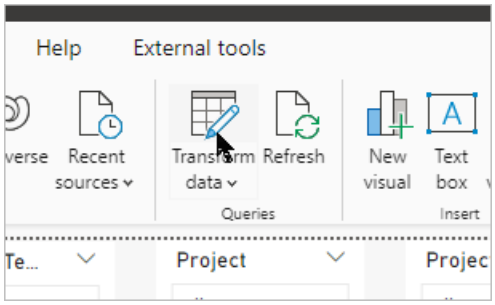
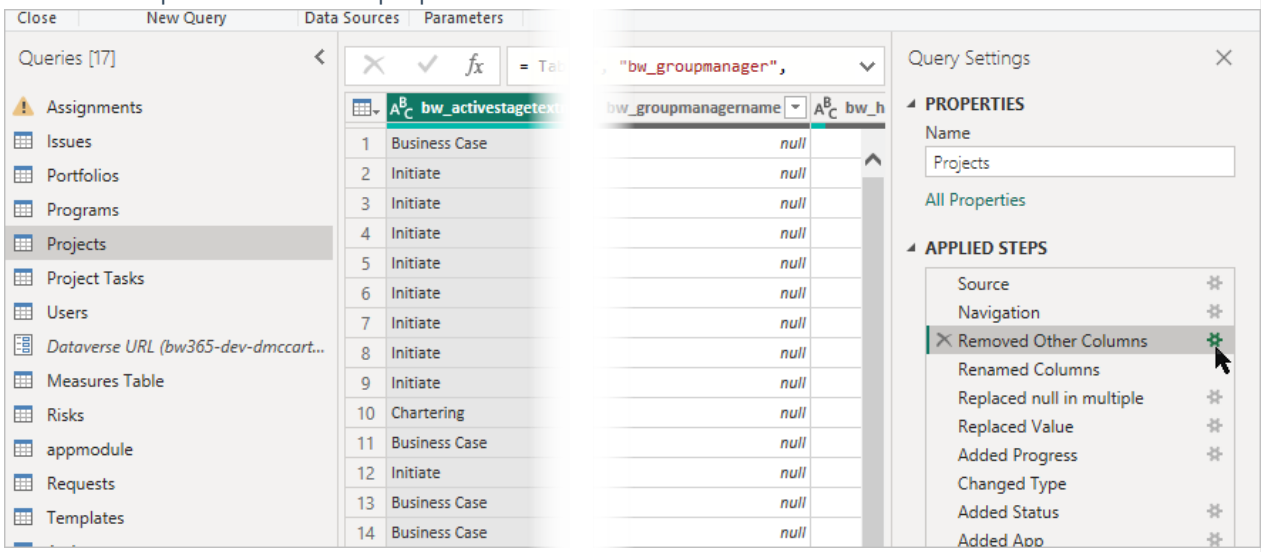
Add a Deactivated Project Filter to a Power BI Report

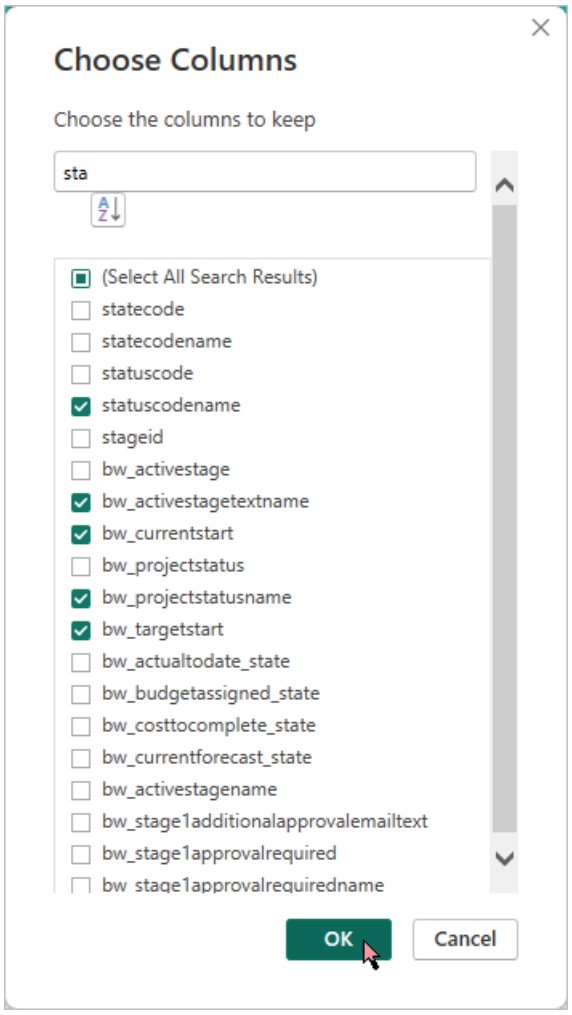
1. Open the report PBIX file in Power BI Desktop and click **Transform data** to open it in the Query Editor.



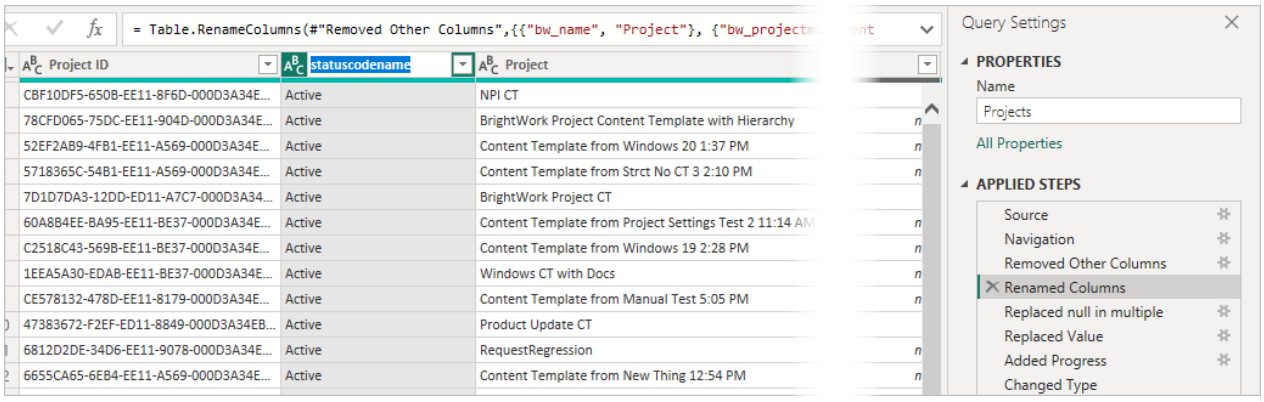
2. Select the **Projects** table and click the **Settings** wheel beside the Removed Other Columns option in the steps pane.



3. Search for sta, select the **statuscodename** column and click **OK**.

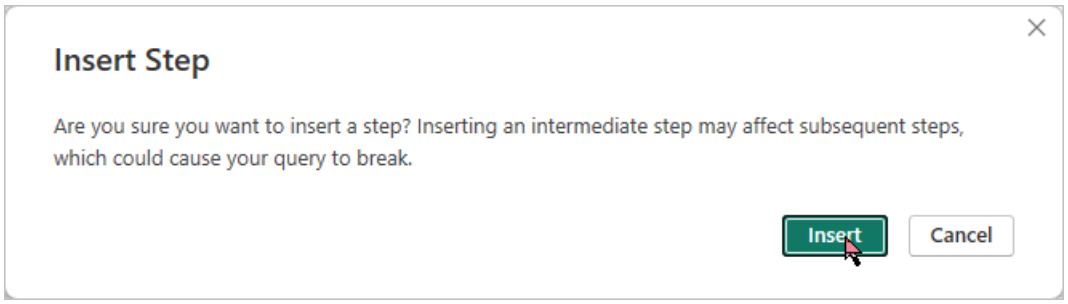


4. Select the **Renamed Columns** option and double-click on the **statuscodename** column.

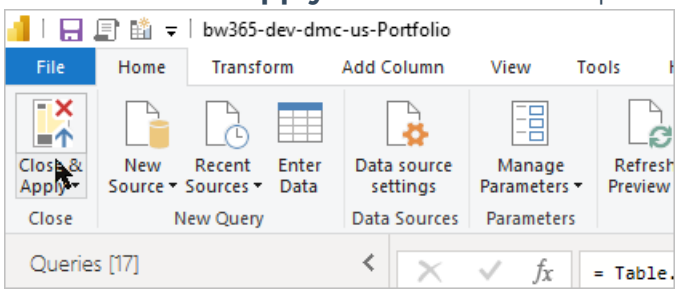


5. Rename it to Status Name.

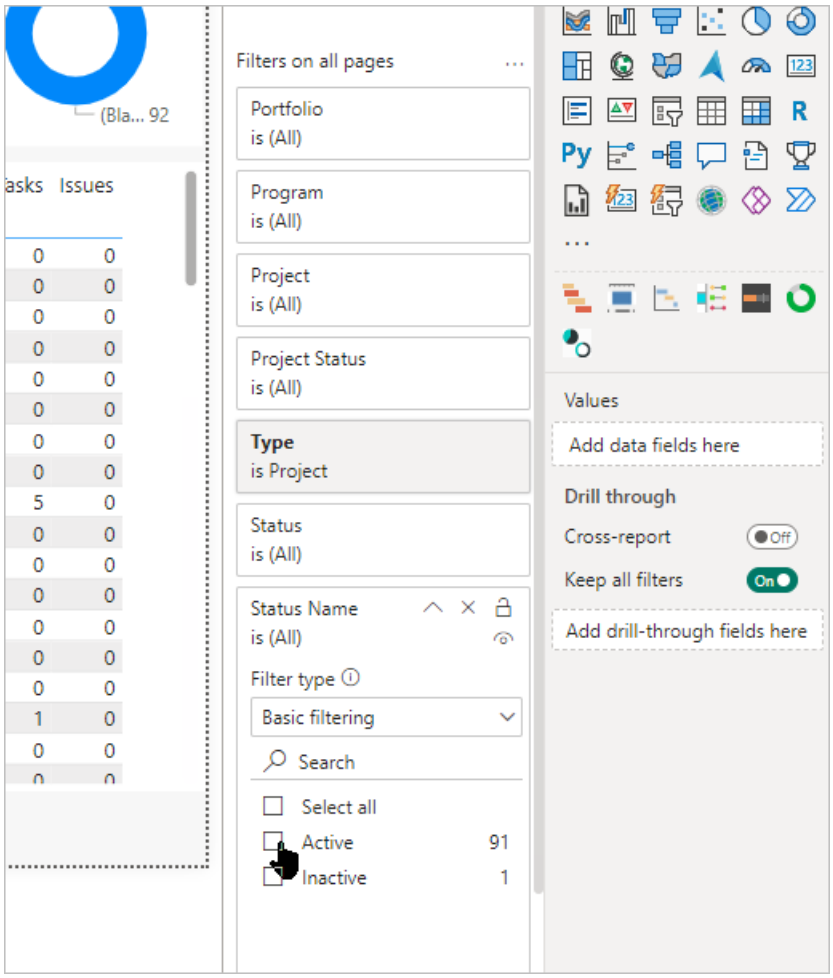
6. Click **Insert**.



7. Click **Close and Apply** and wait for the report to load.



8. Drag the **Status Name** column into the Filters on all pages area and select **Active**.



9. Close the Filters pane and publish the report.