Steps for Export Preparedness - Power BI Export Tool

1. **Initial 2D or 3D Setup:** You will need to set up a 2D or 3D view before starting the tool. The view needs to be set so it is showing only the elements that need to be exported to Power BI. The reason for this is because of the performance of the tool when exporting to the Excel Spreadsheet. In our testing of large models (300MB or larger), we saw the export process to be up to 5 minutes in length. We must convert the geometry and the detail level of that geometry to make it work in Power BI. That is the reason for the LOD option in our tool, if the export performance degrades, try changing the LOD value to 250 and try again.
Click on the **MG.aec tab** > Go to **Analysis Panel** > Select **Power BI Export** tool.

2. **Settings:** *Active View* is the default and recommended, but you can select elements before starting the tool.

3. **Check Boxes: Strip Units**: Exports dimensions without units (recommended for working with Power BI). **Export 3D Mesh**: Exports 3D mesh geometry (if the geometry is too complex, it will export a bounding box). **LOD (Level of Detail)**: Select level of detail in values from 100 to 500, helps with export performance.

4. **Selection:** Select families and elements you want to export by checking boxes in front of the elements use toolbar to: *Select and Deselect all nodes*, **Collapse and Expand all nodes**, **Invert checked nodes**.

5. **Visual:** Opens a folder location of Power BI visuals (2D and 3D). Remember this path or Copy it to the clipboard to use later in Power BI desktop. (C:\ProgramData\KobiLabs\Toolkit for Power BI).

6. **Website:** Opens website to show instructions, this PDF goes into greater detail.

7. **Export:** Select Export and save it as Excel (recommended) or CSV file.