



Exploring Tableau Desktop (Level 1)

Course Length - 2 Days

Overview

This two-day instructor led course will introduce Tableau Desktop software to help you quickly and creatively visualize data from both on premise and cloud data sources.

Prerequisites

Participants should have a basic familiarity with introductory data source concepts (tables, rows/columns, records/fields).

Target Audience

The primary audience for this course consists of anyone in an organization or company who wishes to perform personal data analysis on a cloud or on premise data source. Participants DO NOT need an IT background to be successful with Tableau.

Course Objectives

At course completion, participants will be able to identify appropriate chart and data visualization types for specific data source scenarios, design fundamental charts and graphs, create introductory calculations, generate basic geographic maps, and combine multiple worksheets into an interactive dashboard or data story.

Course Outline

- Tableau and Data Visualization
- What is Data Visualization
- Analyze Existing Tableau
- Workbooks
- Create a New Workbook
- Using Show Me
- Sharing Tableau Workbooks

Filtering

- Keep Only and Exclude
- The Filters Shelf
- Interactive Filters
- Filter Scope

Geographic Mapping

- Geographic
- Dimensions/Geocoding
- Latitude/Longitude Combined
- with Background Maps
- Symbol Maps
- Filled Maps
- Map Layers

Date/Time Analysis

- Navigating Date Hierarchies
- Discrete/Continuous Dates
- Date Filters

Customized Calculations

- Ad-Hoc Versus the Calculation
- Editor
- Parts of Calculated Fields
- Calculated Field Data Types
- Aggregation Options

Quick Table Calculations

- “Second Pass” Table Calculations
- Table Calculation Scope and
- Direction

Interactive Dashboards

- Setting Dashboard Size
- Adding Worksheets
- Customizing Legend and Filter
- Appearance
- Dashboard Interactivity

Guided Analysis with Stories

- Setting Story Size
- Adding Worksheets, Dashboards,
- and Text to Story Points
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- Modifying Sheet State
- Formatting Stories

Customizing the Data Source

- Joining Tables
- Data Pane Customization
- Saving Custom Data Sources

Additional Chart Types

- Measure Names/Measure
- Values
- Show Me Charts
- Text Tables
- Heat Maps
- Horizontal Bar
- Stacked Bar
- Side-By-Side Bar
- Treemap
- Circle View
- Lines
- Dual Combination
- Scatter Plot
- Histogram
- Box and Whisker Plot
- Gantt View
- Bullet Graph
- Packed Bubble

• Final Project