BELLEVUE COLLEGE

Introduction to Tableau

Tableau Software is designed to quickly analyze, visualize and share information. If you work with data, move from simple to complex visualizations and learn how to combine them in interactive dashboards. Topics: connecting to your data, the interface, basic calculations, visualization types, trend and reference fields, sharing your work, value lines and creating interactive dashboards.

Who should take this course?

This course is designed for the beginner Tableau user. It is for anyone who works with data – regardless of technical or analytical background. This course is designed to help you understand and use the important concepts and techniques in Tableau to move from simple to complex visualizations and learn how to combine them in interactive dashboards. This course will be taught using the latest version of Tableau Desktop.

Course Objectives

- Connect to your data and understand Tableau terminology.
- Use the Tableau interface/paradigm to effectively create the most powerful visualizations.
- Create basic calculations including string manipulation, basic arithmetic calculations, custom aggregations and ratios, date math, logic statements and quick table calculations.
- Represent your data using various visualization types.
- Describe your data and create focused and effective visualizations.
- Create visualizations with multiple measures and dimensions.
- Handle changes in your data source such as field addition, deletion or name changes.
- Share your visualizations with others.
- Combine your visualizations into Interactive Dashboards and publish them to the web.

Course Details

- Length: 12 hours
- Format: Classroom
- Prerequisites: Windows file and folder management, experience working with data

  The above prerequisites are considered to be the basic skills and knowledge needed prior to taking this class. Instructors will assume your readiness for the class materials and will NOT use class time to discuss prerequisite materials.

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COMPUTER & TECHNOLOGY PROGRAMS

Course Contents

Connect to your data

Understand Tableau terminology

Use the Tableau interface/paradigm to effectively create the most powerful visualizations

Create basic calculations including string manipulation, basic arithmetic calculations, custom aggregations and ratios, date math, logic statements and quick table calculations

Represent your data using the following visualization types:

- Cross Tabs
- Scatter Plots
- Geographic Maps
- Pie Charts and Bar Charts
- Motion Charts
- Small Multiples
- Heat Maps
- Dual Axis and Combo Charts with different mark types
- Density Charts
- Dash boards that use drill down and drill across
- Tree Maps
- Highlight Tables

Use Trend Lines, Reference Lines, and statistical techniques to describe your data

Use groups, bins, hierarchies, sorts, sets, and filters to create focused and effective visualizations

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COMPUTER & TECHNOLOGY PROGRAMS

Course Contents, continued

Use Measure Name and Measure Value fields to create visualizations with multiple measures and dimensions

Handle changes in your data source such as field addition, deletion or name changes

Share your visualizations with others

Combine your visualizations into Interactive Dashboards and publish them to the web