Tableau® Desktop

Overview:

As technology progresses and becomes more interwoven with our businesses and lives, more data is collected about business and personal activities. This era of "big data" exploded due to the rise of cloud computing, which provides an abundance of computational power and storage, allowing organizations of all sorts to capture and store data. Leveraging that data effectively can provide timely insights and competitive advantage.

The creation of data-backed visualizations is a key way data scientists, or any professional, can explore, analyse, and report insights and trends from data. Tableau® software is designed for this purpose. Tableau was built to connect to a wide range of data sources and allows users to quickly create visualizations of connected data to gain insights, show trends, and create reports. Tableau's data connection capabilities and visualization features go far beyond those that can be found in spreadsheets, allowing users to create compelling and interactive worksheets, dashboards, and stories that bring data to life and turn data into thoughtful action.

Course Objectives:

In this course, you will visualize data with Tableau. You will:

- Identify basic Tableau capabilities.
- Connect to and prepare data.
- Explore data with views and visualizations.
- Manage, sort, and group data.
- Save, publish, and share data sources and workbooks.
- Filter data in views.
- Customize visualizations with annotations, highlights, and advanced features.
- Create and enhance dashboards in Tableau.
- Create and enhance stories in Tableau.

Course Content:

Day 1: Tableau Fundamentals

Lesson 1: Tableau Fundamentals Topics:
- Overview of Tableau
- Navigate the Tableau Interface and Configure Settings

Lesson 2: Connecting to and Preparing Data Topics:
- Connect to Data
- Prepare Data for Analysis

- Save Workbook Files

Lesson 3: Exploring Data:
- Create a View
- Customize Data in Visualizations

Lesson 4: Managing, Sorting, and Grouping Data:
- Adjust Fields
- Sort Data
- Group Data

Lesson 5: Saving and Sharing Data:
- Save and Publish Data Sources
- Share Workbooks for Collaboration

Lesson 6: Filtering Data:
- Configure Worksheet Filters
- Apply Advanced Filter Options
- Create Interactive Filters

Lesson 7: Customizing Visualizations:
- Format and Annotate Views
- Highlight Data
- Create Advanced Visualizations

Lesson 8: Creating Maps, Dashboards, and Stories:
- Create Maps
- Create Dashboards
- Create Stories

Day 2: Advanced Tableau Techniques

Lesson 1: Blending Data to Visualize Relationships:
- Blend Data
- Troubleshoot and Refine Data Blends

Lesson 2: Joining Data:
- Create Joins
- Troubleshoot Joins
- Merge Data with Unions

Lesson 3: Accessing Data in PDFs:
- Connect to PDFs
- Clean Up and Organize PDF Data

Lesson 4: Refining Visualizations with Sets and Parameters:
- Create Sets
- Analyse Data with Sets
- Apply Parameters to Data to Refine Visualizations

Lesson 5: Manipulating Data with Calculations:
- Create Calculated Fields
- Manipulate Data with Functions

- Analyse Data with Table Calculations

Lesson 6: Visualizing Data with Advanced Calculations:
- Create Groups and Bins with Calculations
- Analyse Data with LOD Expressions

Lesson 7: Performing Statistical Analysis and Forecasting:
- Perform Statistical Analysis
- Forecast Data Trends

Lesson 8: Enriching Visualizations, Dashboards, and Maps:
- Customize Mapped Data
- Enhance Visualizations with Tooltips
- Enhance Dashboards with Actions