

Tableau for Beginners

Learn to connect, prepare, visualise and present data in Tableau, from basic charts to advanced dashboards and storytelling.

2 Days

DURATION

9

MODULES

61

TOPICS

COURSE OVERVIEW

This course covers data visualization through Tableau and helps you create opportunities for you or key decision-makers to discover data patterns such as customer purchase behaviour, sales trends, or production bottlenecks. You'll learn all the features in Tableau that allow you to explore, experiment with, fix, prepare, and present data easily, quickly, and beautifully.

WHO THIS COURSE IS FOR

Data Analysts

Business Analysts

Data Visualisation Developers

Business Intelligence Professionals

Decision Makers

Report Developers

LEARNING OBJECTIVES

In this course, you will learn:

- Tableau Basics
- Find trends in your data and make accurate forecasts
- How to use aggregations to summarize information
- How to create various charts, maps, scatterplots, and interactive dashboards
- Identify whether to join or blend data
- Advanced features of data preparation in Tableau

9 Modules, 61 Topics

01

Introduction to Tableau

TOPICS

What is Tableau · Installation

02

Tableau Basics

TOPICS

The business challenge · Connecting Tableau to a Data File - CSV File · Navigating Tableau · Creating Calculated Fields · Adding Colors · Adding Labels and Formatting · Exporting your worksheet

03

Time Series, Aggregation and Filters

TOPICS

- Data Extracts in Tableau
- Time Series
- Understanding Aggregation, Granularity, and Level of Detail
- Creating an Area Chart & Highlighting
- Adding a Filter and Quick Filter

04

Maps, Scatterplots and Dashboards

TOPICS

- Relationships vs Joins
- Joining Data in Tableau
- Creating a Map, Working with Hierarchies
- Creating a Scatter Plot, Applying Filters to Multiple Worksheets
- Create your First Dashboard
- Adding an Interactive Action - Filter
- Adding an Interactive Action - Highlighting

05

Joining, Blending and Relationships

TOPICS

- Understanding how LEFT, RIGHT, INNER, and OUTER Joins Work
- Joins With Duplicate Values
- Joining on Multiple Fields
- Joining Data vs. Blending Data in Tableau
- Data Blending in Tableau
- Dual Axis Chart
- Creating Calculated Fields in a Blend
- The Data Model
- Working with Relationships in Tableau

06

Table Calculations, Advanced Dashboards, Storytelling

TOPICS

- Connecting Data to Tableau
- **Mapping:** how to Set Geographical Roles
- Creating Table Calculations for Gender
- Creating Bins and Distributions for Age
- Leveraging the Power of Parameters
- How to Create a Tree Map Chart
- Creating a Customer Segmentation Dashboard
- Advanced Dashboard Interactivity
- Analysing the Customer Segmentation Dashboard
- Creating a Storyline

07

Advanced Data Preparation

TOPICS

What Format Your Data Should Be In · Data Interpreter · Pivot · Splitting a Column into Multiple Columns · MetaData Grid · Fixing Geographical Data Errors in Tableau

08

Clusters, Custom Territories, Design Features

TOPICS

Custom Territories Via Groups · Custom Territories Via Geographic Roles · Adding a Highlighter · Clustering In Tableau · Cross-Database Joins · Modelling With Clusters · Saving Your Clusters · New Mobile Features

09

Tableau Toolkit

TOPICS

Data from PDF Files · Connecting to PDF · Connecting to Spatial Files · Joining to Spatial Files · Putting it All Together · Step and Jump Line Chart · Viz in Tooltip

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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Live Online Classes (ILO)

Fly-Me-A-Trainer (FMAT)

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