

# Sela.

Tableau

## Tableau Course

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## Tableau Course

Tableau - Version: 1

 3 days Course

### Description:

The Tableau course is comprehensive and teaches building spectacular interactive reports that will help decision makers in organizations to see the full picture and take steps that will improve the company's situation.

Students who complete the course will be able to build dynamic reports themselves in an advanced graphic configuration that enables unique statistical analysis.

### Intended audience:

people who wish to upgrade basic excel knowledge

### Prerequisites:

Excel  
Pivot Tables  
Vlookup

### Objectives:

The Tableau course is comprehensive and teaches how to build spectacular interactive reports that will help decision makers in organizations see the full picture and take steps that will improve the company's situation.

Students who complete the course will be able to build dynamic reports themselves in an advanced graphic configuration that allows for unique statistical analysis capabilities.



## Topics:

### Tableau Intro

- Introduction to Tableau

### Connecting to Data

- Creating Data Source
- Manipulate Data
- Advanced Data Sources

### Desktop Basics

- Tabs
- Status Bar
- Panes ? Cards
- ToolBar
- Show me
- Full Screen

### Creating a Report

- Displaying your data
- Understanding Fields
- Chart types
- Filtering & Sorting
- Organizing Data Groups, Sets and Bins



## Advanced Reports

- Simple Calculation
- Table Calculation
- Level Of detail(LOD)
- Data Blending
- Advanced Charts
- Table Options
- Analytics
- Maps
- Pages
- Highlighter

## Dashboard

- Creating a new dashboard
- Sizing and Layout
- Adding Objects
- Filters
- Dashboard Actions

## Tableau Server

- Connect to Server
- Publish to Server

## Advanced Formatting

- Separate Legend
- Captions

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- Annotations
- Text Manipulation
- Format Menues