

Discover Data Insights with Tableau - TAB101

OEM: Tableau • Code: TAB101

COURSE DESCRIPTION

Explore how to see, understand, and act on data with Tableau. In this one-day instructor-led course, learn how to navigate a Tableau site, use Tableau Pulse to analyze data with generative AI, and drive business decisions with data. Demystify Tableau, become more efficient, and identify how interacting with Tableau data visualizations can solve daily business challenges.

AUDIENCE PROFILE

- This is a technical course designed for analysts as an introduction to Tableau for purposes of learning to consume data, interact with visualizations and customize analysis. Additionally, this is a great foundational course for analysts looking to better use Tableau Cloud or start their technical Tableau journey.
- Note: Students using their own computer are expected to follow the steps outlined in this [Computer Setup Guide](#).

PREREQUISITES

- Prepare for your Trailhead course by completing this prework before your session starts.
- [Discover Data Insights with Tableau \(TAB101\) Prework](#)

COURSE OBJECTIVES

By the end of this course, participants will be able to:

- When you complete this training, you will be able to:
- Describe how Tableau facilitates data-driven decision-making to solve business challenges.
- Navigate a Tableau site to optimize self-service data exploration.
- Interact with published data visualizations to make actionable discoveries.
- Use Tableau Pulse to gain intelligent, personalized, and contextual AI-enhanced data insights.
- Use sharing and collaboration features to facilitate data-based decisions.
- Use custom views, subscriptions, and data-driven alerts to keep up to date on important data.
- Use web authoring to edit existing views.
- Access and navigate Tableau help and community resources.

COURSE OUTLINE

Module 1: Introduction to Tableau and Tableau Site Navigation

- Describe how Tableau facilitates data-driven decision-making to solve business challenges.
- Describe what a Tableau site is and sign into a site.
- Describe site roles and permissions on a Tableau site.
- Navigate a Tableau site.

Module 2: Content Interaction

- Find content on a Tableau site by searching and browsing.
- Create a collection and add similar relevant content.
- Describe the use cases of common chart types.
- Interact with published views using filtering, sorting, and tooltips.
- Use the Data Guide and Explain Data features to interpret a view.

Module 3: Tableau Pulse

- Explain the key features and benefits of Tableau Pulse.
- Browse and search for desired metrics.
- Follow metrics to receive relevant digests and insight summaries.
- Answer business questions using Tableau Pulse's automated visual and natural language insights and guided explorations.
- Adjust existing metrics to create related metrics.
- Manage followers and unfollow metrics.

Module 4: Collaboration Using Views

- Describe sharing options for views.
- Subscribe to a view and configure subscription options.
- Use comments on views for collaboration with others.
- Create, manage, and share a custom view.
- Create and manage data-driven alerts.

Module 5: Web Authoring in Tableau

- Describe the web authoring workspace in Tableau.
- Differentiate between Tableau web authoring and Tableau Pulse.
- Use web authoring to edit an existing view.
- Publish a workbook to your Personal Space.

Module 6: Tableau Community and Resources

- Describe the purpose of Tableau Public, Tableau User Groups, and Tableau Community Forums.
- Explore Tableau Community resources.
- Navigate Tableau Help to find relevant information.
- Access resources in the Tableau Knowledge Base.