Expert-Led Classes > Tableau Desktop I: Fundamentals

Tableau Desktop I: Fundamentals (TTD101)

Start here to learn core Tableau skills in an introductory class. You'll gain a comprehensive introduction to data analysis and visual design in Tableau. You'll build a range of visualizations – from single worksheets to dashboards – and you'll learn techniques to apply to your own data analysis with Tableau.

Overview   **Class Regist…**

Job Role

Admin, Architect, Business Analyst, Consultant, Designer, End User, Marketer

Duration

In-Person: 2 Full Day(s)

Virtual: 2 Full Day(s) or 4 Half Day(s)

User Interface

Lightning Experience

Related Classes

In-person Class
Visual Analytics

In-person Class
Tableau Prep I

In-person Class
Tableau Desktop II: Intermediate

Save as PDF

Learn the Foundations of AI

Trailhead Academy classes include a lesson where you'll learn AI concepts, responsible AI practices, and how to use AI and Salesforce together to drive productivity.

Overview

Who should take this course?

This course is designed for Tableau beginners. It's for anyone who works with data, regardless of technical or analytical background. If you're an author, analyst, designer, data scientist, or admin new to Tableau, start here. This course accommodates authoring in Tableau Desktop, Tableau Cloud, and Tableau Server.

Tableau Desktop I: Fundamentals is included in the Tableau Training Pass (https://trailheadacademy.salesforce.com/tableau-training-pass-overview).

When you complete this course, you will be able to:

- Connect to data and edit a data source.
- Sort, filter, and group data.
- Use the Tableau workspace to create visualizations.
- Build a range of essential chart types for analysis.
- Create basic calculations, including quick table calculations.
- Build interactive dashboards to reveal data insights.
- Describe how to share and publish visualizations.

Prework

Prepare for the course with this Trailmix.

Class Registration

Billing country

| United States ⌄ |

Currency

| USD ⌄ |

Classes can only be purchased in a currency that your billing country supports. Use the Billing Country filter to see available classes. If your billing country/currency isn't available, contact us (https://trailhead.salesforce.com/help?topic=Trailhead_Academy&topicName=Trailhead%20Academy&groupName=Trailhead_Support).

Virtual Class

Tableau Desktop I: Fundamentals (TTD101)

Dec 18 through Dec 21, 2023, from 1:00 PM to 5:00 PM EST (from 10:00 AM to 2:00 PM PST) · Delivered by Salesforce · Virtual · Virtual

Language: English

Unavailable

$1,200.00 (USD)

Virtual Class

Tableau Desktop I: Fundamentals (TTD101)

Dec 27 through Dec 28, 2023, from 9:00 AM to 5:00 PM EST (from 6:00 AM to 2:00 PM PST) · Delivered by Salesforce · Virtual · Virtual

Language: English

Register

$1,200.00 (USD)

Virtual Class

Tableau Desktop I: Fundamentals (TTD101)

Jan 2 through Jan 5, 2024, from 1:00 PM to 5:00 PM EST (from 10:00 AM to 2:00 PM PST) · Delivered by Salesforce · Virtual · Virtual

Language: English

Register

$1,200.00 (USD)

View More

Lessons and Topics

Introduction to Tableau
- The Tableau Platform
- Application Terminology
- Visual Cues for Fields
- Understanding Permissions in Tableau
- Navigating a Tableau Site

Tableau Workflow
- Understanding the Tableau Workflow
- Elements of a Visualization
- Getting Started in Tableau

Setting Up Connections and Data Sources
- Tableau File Types and Extensions
- Creating a Live Data Connection
- Saving and Editing a Data Source
- Modifying Data Attributes
- Understanding Changes to Data

Simplifying and Sorting Your Data
- Data Filtering
- Creating Date Filters
- Sorting

Organizing Your Data
- Using Groups
- Creating and Using Hierarchies

Viewing Specific Values
- Creating Crosstabs
- Grand Totals, Subtotals, and Changing Aggregation
- Creating Highlight Tables

Slicing Your Data by Date
- Working with Dates in Tableau
- Using Discrete Date Parts and Continuous Date Values
- Using Multiple Measures in a View
- Using Measure Values and Measure Names in a View
- Combined or Shared Axis Charts
- Creating Dual Axis Charts

Showing the Relationship Between Numerical Values
- Showing Correlations and Outliers with Scatter Plots
- Create a Scatter Plot
- Analyze Using the Highlighter
- Analyze an Outlier Using Explain Data
- Using the Analytics Pane
- Trend Lines and Trend Model
- Reference Lines and Bands

Mapping Data Geographically
- Mapping in Tableau
- Navigation and Selection in Maps

Customizing Your Data
- Using Calculations in Tableau
- Calculation Types
- Creating and Editing Calculated Fields
- Formula Editor Conventions
- Types of Calculated Fields - Examples
- Calculations and Aggregations
- String Functions
- Split and Custom Split
- Type Conversions

- Date Calculations - Examples

Analyzing Data with Quick Table Calculations
- Table Calculation Overview
- Using Quick Table Calculations
- Using Rank to Show Biggest to Smallest

Showing Breakdowns of the Whole
- Pie Charts and Parts of the Whole
- Creating Tree Maps

Making Your Views Available
- Dashboards
- Dashboard Actions
- Publish Your Dashboard Online

Learn
Trails

Trailmixes

Modules

Projects

Trailhead Academy

Career Paths

Credentials
Superbadges

Certifications

Maintain Certifications

Verify Certifications

Take Free Certification Prep

Community
Trailblazer Community

Events

Quests

Be a Multiplier (BAM)

Salesforce Developers

Salesforce Admins

Trailblazer Connect

Extras
Sales Enablement

Customer Stories

Trail Tracker

Sample Gallery

Trailhead Store

Trailhead Help

English