Tableau Cheat Sheet

Data Sources

File Systems	CSV, Excel, etc.
Relational Systems	Oracle, SqlServer, DB2, etc.
Cloud Systems	Windows Azure, Google BigQuery, etc.
Other Sources	ODBC

Data Extract

- Extraction of data is done by following

Menu --> Data --> Extract Data

- Applying Extract Filters to create subset of data
- To add more data for an already created extract

Data --> Extract --> Append Data from File

- Extract History

Menu --> Data --> Extract History

Data Joining

- Creating a Join
- Editing a Join Type
- Editing Join Fields

Data Blending

- Preparing Data for Blending
- Adding Secondary Data Source
- Blending the Data

Operators

- General Operators
- Arithmetic Operators
- Relational Operators
- Logical Operators

LOD Expressions

- Fixed LOD
- Include LOD
- Exclude LOD

Sorting

- **Computed Sorting**: Directly applied on an axis using the sort diagog button.
- **Manual Sorting**: Rearrange the order of dimension fields by dragging them next to each other.

Filters

Type	Work
Filter Dimensions	Applied on the dimension fields.
Filter Measures	Applied on the measure fields.
Filter Dates	Applied on the date fields.
Single Value (List)	Select one value at a time in a list.
Single Value (Dropdown	Select a single value in a drop-down list.
Multiple Values (List)	Select one or more values in a list.
Multiple Values (Dropdown)	Select one or more values in a drop-down list.
Multiple Values (Custom List)	Search and select one or more values.
Single Value (Slider)	Drag a horizontal slider to select a single value.
Wildcard Match	Select values containing the specified characters

Tableau Charts

Type	Description
Text Table (Crosstab)	To see your data in rows and columns.
Heat Map	Just like Crosstab, but it uses size and color as visual cues to describe the data.
Highlight Table	Just like Excel table, but the cells here are colored.
Symbol Map	Visualize and highlight geographical data.
Filled Map	Color filled geographical data visualization.
Pie Chart	Represents data as slices of a circle with different sizes and colors.
Horizontal Bar Chart	Represents data in horizontal bars, visually digestible.
Stacked Bar Chart	Visualize data of a category having sub-categories.
Side-by-Side Bar Chart	Side by side comparison of data, vertical representation.
Treemap	Similar to a heat map, but the boxes are grouped by items that are close in hierarchy.
Circle View	Shows the different values that are within the categories.
Side-by-Side Circle View	Combination of Circle view and Side-by-Side Bar Chart
Line Chart (Continuous)	Several number of lines in the view to show continuous flow of data, must have a date.
Line Chart (Discrete)	This allows slicing and dicing of the graph, graph not continuous.
Dual Line Chart	Comparing two measures over a period.
Scatter Plot	Scatter plot shows many points scattered in the Cartesian plane
Histogram	A histogram represents the frequencies of values of a variable bucketed into ranges
Gantt Chart	It illustrates a project schedule.
Bullet Graph	Two bars drawn upon one another to indicate their individual values at the same position in the graph
Waterfall Chart	It shows where a value starts, ends and how it gets there incrementally