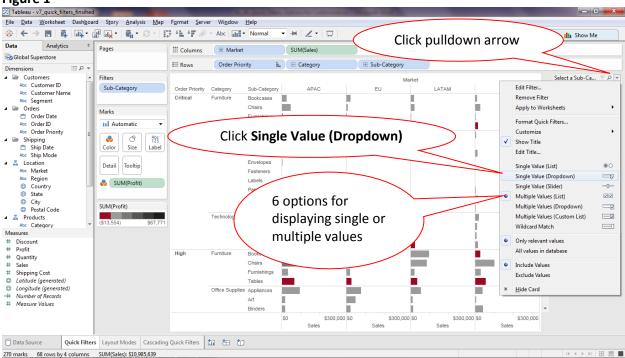
Objective: This exercise will demonstrate how single and multiple value lists can be used in quick filters

Tableau provides many options, single or multiple, for displaying the values in a Quick Filter. These are displayed on Figure 1.

Figure 1

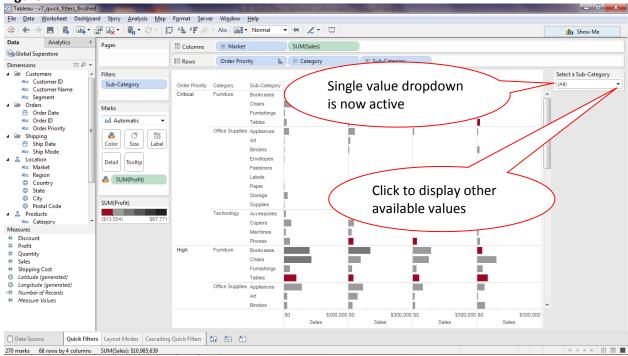


• Click the pulldown arrow for **Select a Sub-Category** as shown on Figure 1, which will popup the menu tree displayed on Figure 1

To provide a Single Value (Dropdown):

• Click the **Single Value (Dropdown)** menu tree item as shown on Figure 1, which will lead to the display on Figure 2

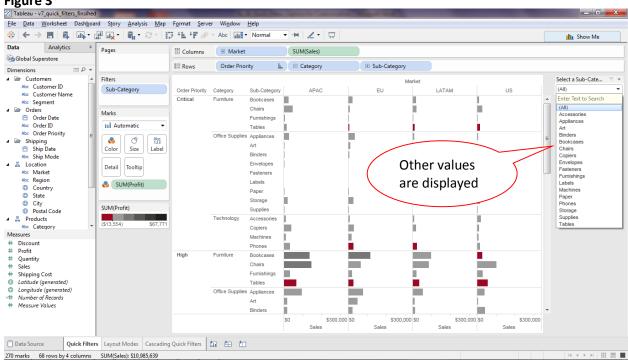
Figure 2



To display other values, besides All (which is currently displayed):

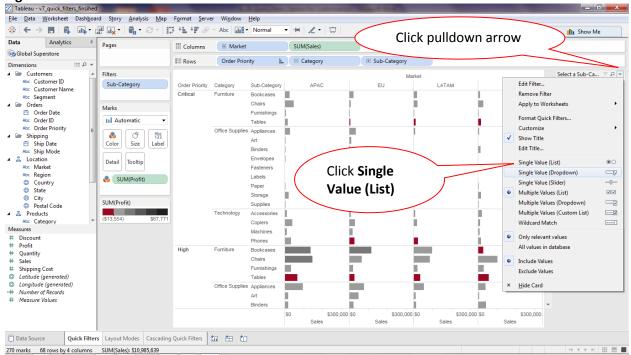
• Click the pulldown arrow under **Select a Sub-Category** as shown on Figure 2, which will display other possible values as shown on Figure 3

Figure 3



The next step will demonstrate how to select a Single Value (List).

Figure 4

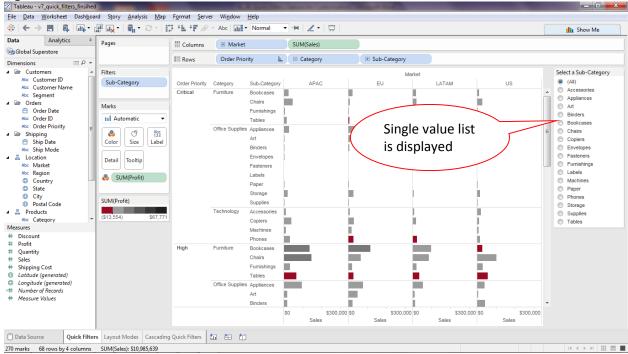


• Click the pulldown arrow for **Select a Sub-Category** as shown on Figure 4, which will popup the menu tree displayed on Figure 4

To provide a Single Value (List):

• Click the **Single Value (List)** menu tree item as shown on Figure 4, which will lead to the display on Figure 5





In this case, only a single value can be selected, as the system will only allow one radio button to be checked at any time. If multiple selections need to be made, then the **Multiple Values (List)** option can be used as shown in the next step.

Figure 6 Tableau - v7_quick_filters_finsihed $\underline{\underline{F}} ile \quad \underline{\underline{D}} ata \quad \underline{\underline{W}} orksheet \quad \underline{D} ash\underline{\underline{b}} oard \quad \underline{\underline{S}} \underline{\underline{b}} ory \quad \underline{\underline{A}} nalysis \quad \underline{\underline{M}} ap \quad \underline{\underline{F}} \underline{\underline{o}} rmat \quad \underline{\underline{S}} \underline{\underline{e}} rver \quad \underline{\underline{W}} \underline{\underline{n}} \underline{\underline{d}} ow \quad \underline{\underline{H}} \underline{\underline{e}} \underline{\underline{b}} p$ Click pulldown arrow Analytics ‡ Pages SUM(Sales) Global Superstore I Rows Order Priority Dimensions

• Customers Filters Select a Sub-Ca... ▼ ₽ ▼ ■ Customers D
Abc Customer ID
Abc Customer Name
Abc Segment
■ Orders
□ Order Date
Abc Order ID Sub-Category LATAM Remove Filter Chairs Apply to Worksheets Furnishings Format Quick Filters.. II Automatic Abc Order Priority Customize Office Supplies Appliances ■ Shipping
□ Ship Date
Abc Ship Mode Show Title Edit Title... Binders ▲

 Location Envelopes Detail Tooltip Single Value (List) Abc Market
Abc Region

Country

State Click Multiple Single Value (Dropdown) SUM(Profit) Labels Single Value (Slider) Values (List) Multiple Values (List) Storage City
 Postal Code
 Abc Category SUM(Profit) Multiple Values (Dropdown) Supplies (\$13.554) Multiple Values (Custom List) Copiers Wildcard Match Measures Discount Profit Quantity Only relevant values Phones All values in database High Bookcases Include Values Sales # Shipping Cost

Latitude (generated)

Longitude (generated)

Number of Records Furnishings ш. и. ш. **Exclude Values** Hide Card Office Supplies Appliances # Number of Recor # Measure Values \$300,000 \$0 \$300,000

• Click the pulldown arrow for **Select a Sub-Category** as shown on Figure 6, which will popup the menu tree displayed on Figure 6

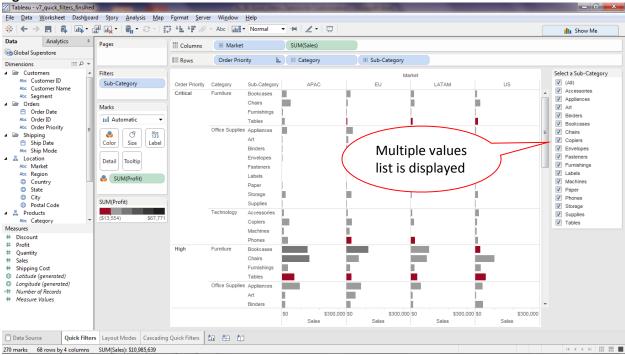
To provide a Multiple Values (List):

🗇 Data Source Quick Filters Layout Modes Cascading Quick Filters 🟥 🟥

270 marks 68 rows by 4 columns SUM(Sales): \$10,985,639

• Click the **Multiple Values (List)** menu tree item as shown on Figure 6, which will lead to the display on Figure 7

Figure 7



If multiple values need to be selected using a dropdown:

 On Figure 6, click the Multiple Values (Dropdown) menu tree item, which will lead to the display on Figure 8

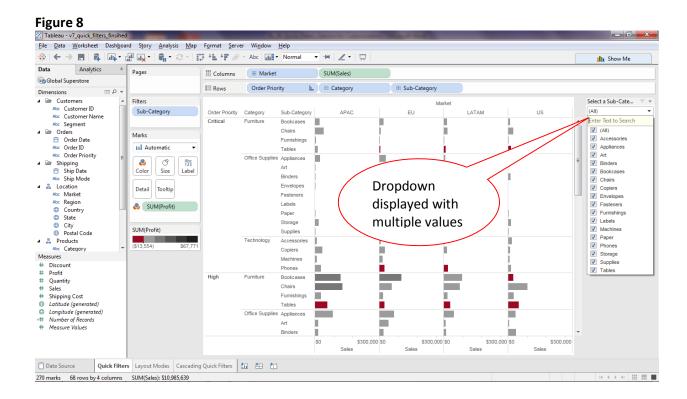


Figure 8 displays a dropdown with multiple items. Using checkmarks, individual items can selected or deselected.