# Skills Measured

### Data Connections - 17%

* Connect to Tableau Server
* Describe connection options
* Connect to different data source types
* Join tables from single and multiple databases
* Prepare Data for Analysis:
  + Blending
  + Metadata Grid
  + Pivot
  + Union
  + Data Interpreter
* Explain data extract formats and capabilities
* Create extracts with multiple tables
* Explain performance considerations between blends, joins, and cross-database joins
* Use Automatic & Custom Split

### Organizing & Simplifying Data - 10%

* Understand how to:
  + Filter data
  + Sort data
  + Build groups
  + Build hierarchies
  + Build sets

### Field & Chart Types - 15%

* Explain the difference between measures and

dimensions

* Explain the difference between discrete and continuous fields
* Explain how to utilize Tableau-generated fields
* Understand how and when to build:
  + Histograms
  + Heat maps
  + Tree maps
  + Bullet graphs
  + Combined axis charts
  + Dual axis charts
  + Scatter plots
  + Cross tabs
  + Bar in bar charts
  + Box plots
* Use titles, captions and tooltips effectively
* Edit axes
* Use mark labels and annotations

### Calculations - 18%

* Understand how to:
  + Manipulate string and date calculations
  + Create quick table calculations
  + Use level of detail (LOD) expressions
  + Explain different types of LOD expressions
  + Use Ad-hoc calculations
  + Work with aggregation options
  + Build logic statements
  + Build arithmetic calculations
  + Build grand totals and sub-totals
  + Use calculations in join clauses

### Mapping - 13%

* Navigate maps, including:
  + Pan & Zoom
  + Filtering
  + Map layering
  + Custom territories
  + Lasso & Radial selection
  + Geographic search
* Modify locations within Tableau
* Import and manage custom geocoding
* Use a background image map
* Connect to spatial files

### Analytics - 15%

* Use the following in visual analysis:
  + Reference Lines
  + Reference Bands
  + Trend Lines
  + Trend Model
  + Forecasting
  + Drag & Drop Analytics
  + Box Plot
  + Reference distributions
  + Statistical summary card
  + Instant Analytics
  + Data Highlighter

### Dashboards - 12%

* Build dashboards and stories
* Create dashboard actions
* Design dashboards for viewing on devices
* Utilize visual best practices for viewing on

devices

* Describe publishing & sharing options

### Timeliness

Completing a task effectively and efficiently has become a standard that organizations expect from employees. This exam is timed because we view time as a critical competency needed to be successful.