Lesson 03 Demo 02
Data Source Filter

Objective: To demonstrate data filtering to highlight efficient data management in Tableau

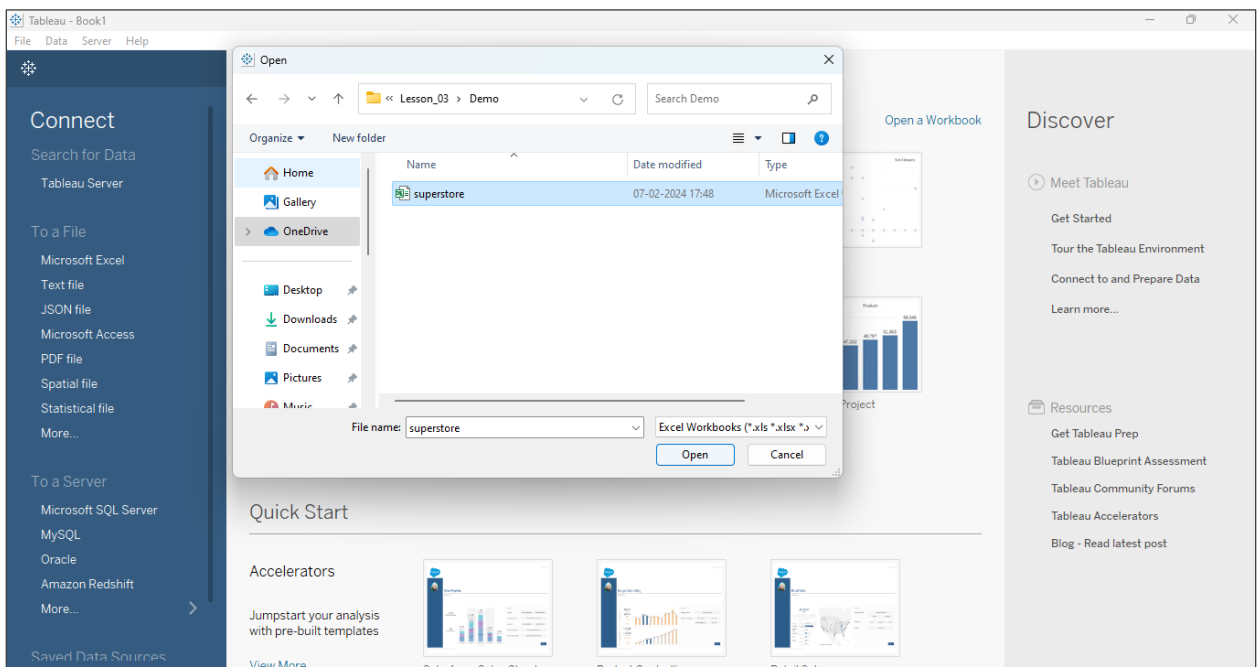**Tools required:** Tableau Desktop

Prerequisites: None

Note: Download the **superstore.xlsx** datasets from the Reference Materials of the LMS
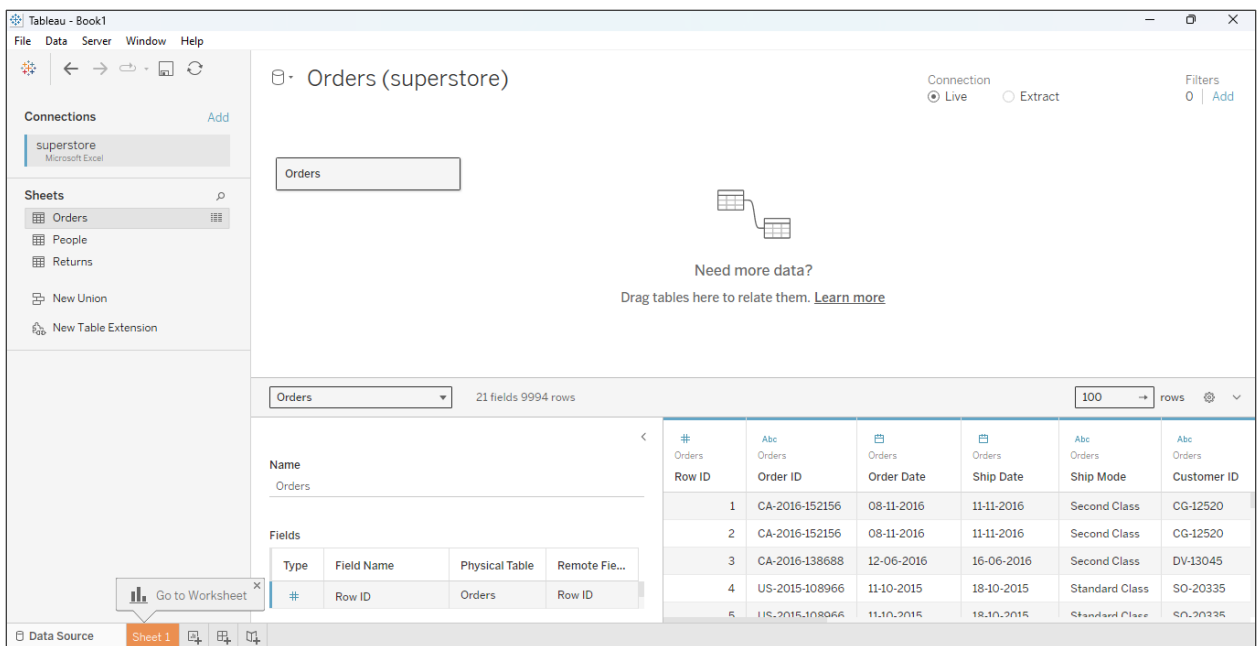
Steps to be followed:

1. Import and set up data
2. Apply Data Source filter

Step 1: Import and set up data
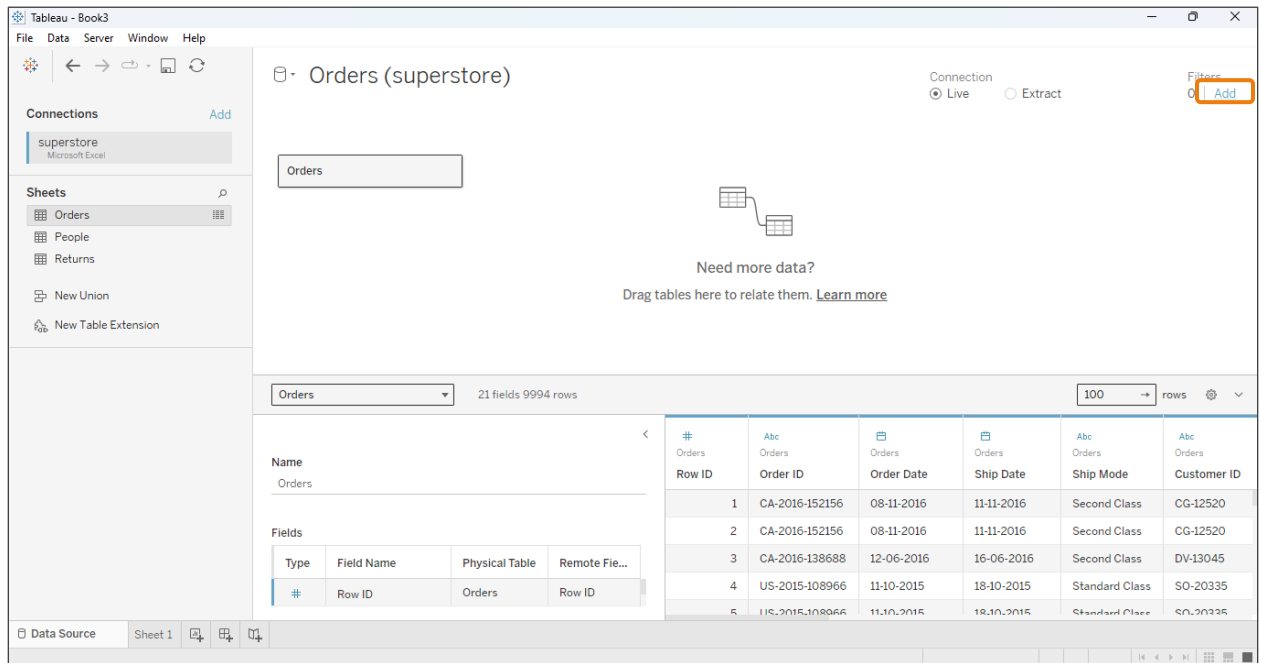
1.1 Import the **superstore** dataset

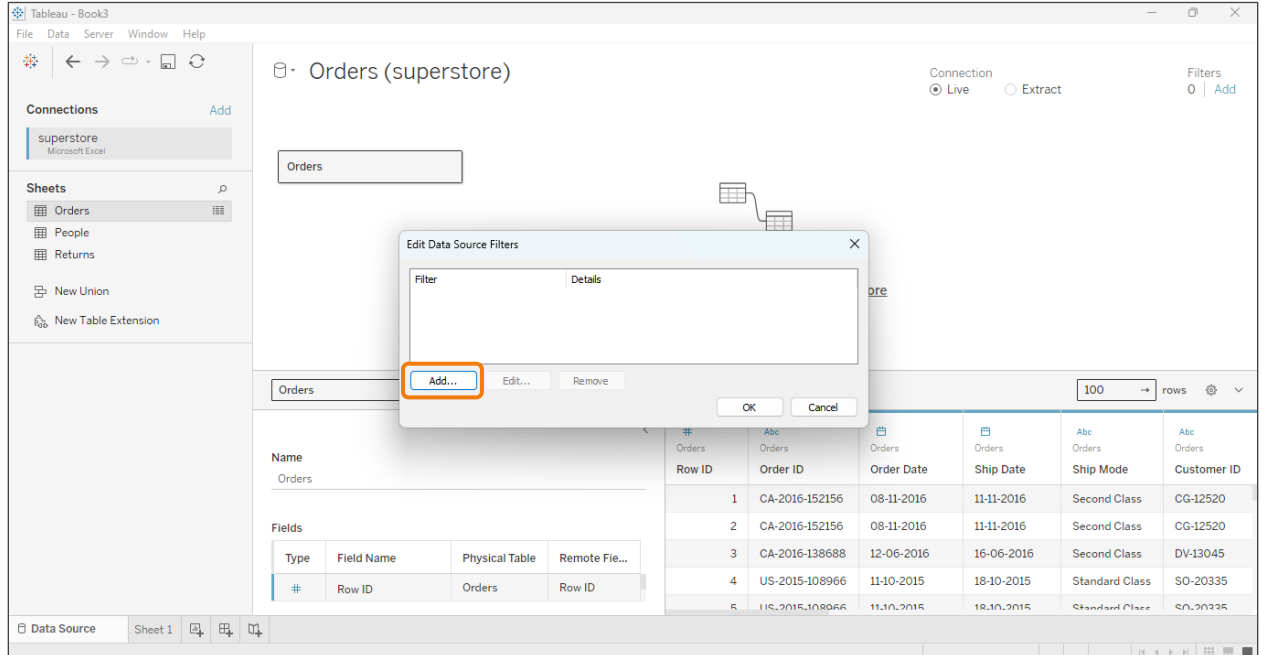1.2 In the **Data Source** view, drag the **Orders** table onto the white canvas

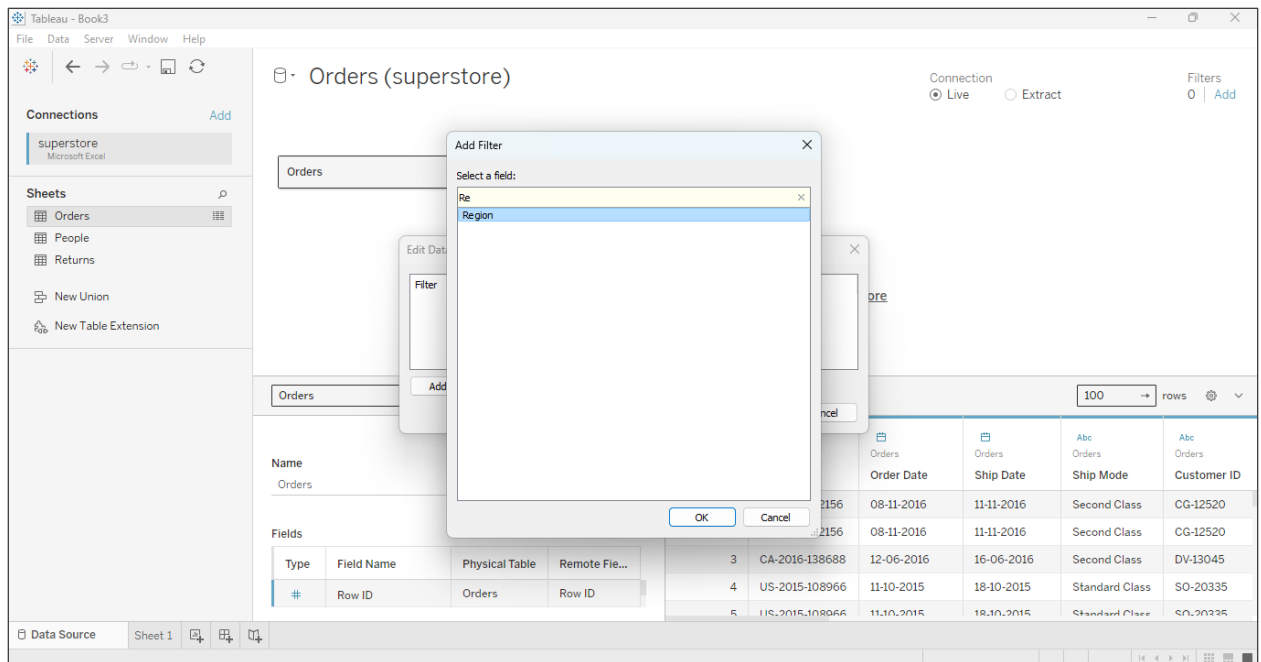

Step 2: Apply Data Source Filter

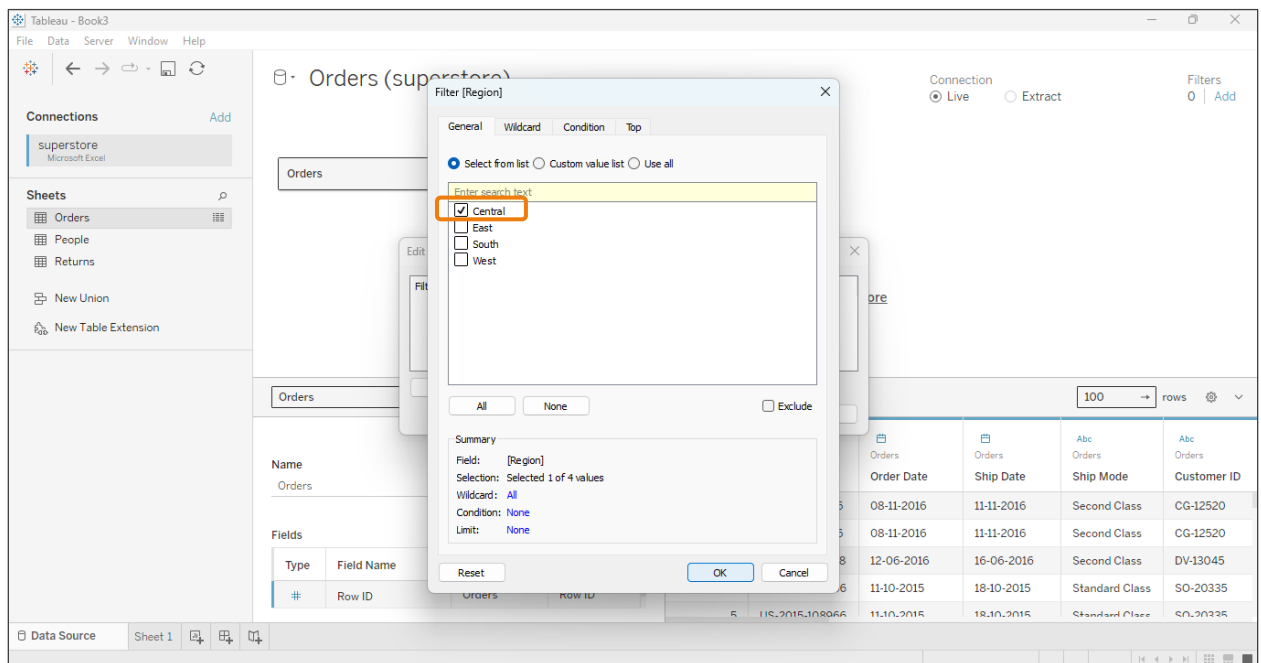## 2.1 On the top right part, click on **Add**

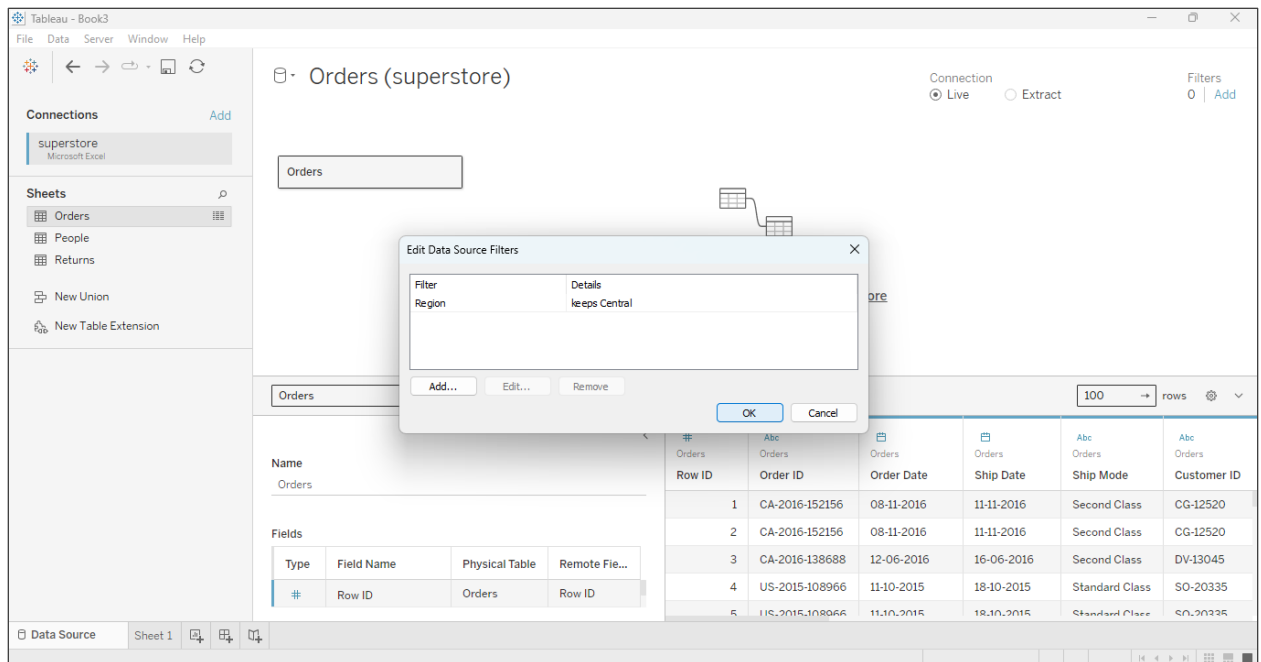## 2.2 Click on the **Add** button to open the **Edit Data Source Filters** window

2.3 Search for the **Region** field and click **OK**

2.4 Check **Central** and hit **OK**

2.5 Again, click on **OK** to close the **Edit Data Source Filters** window

By following these steps, you can refine your data by applying a filter for the Central region, ensuring your analysis is targeted and precise.