

Present a story

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2 min
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10 min
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10 min
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2 questions

Advanced Tableau

Review: Data visualizations and presentations

Tableau Public overview

As you have been learning, Tableau is a powerful data visualization tool used by data professionals around the world. If you have taken the Google Data Analytics Professional Certificate, then you should already be familiar with Tableau. If you haven't completed the Data Analytics Certificate, you can review resource materials below and linked in other videos. The Tableau software is available for free through its browser version, which allows learners like you to test out the capabilities of the software in a limited capacity. In this reading, you will be given an overview of Tableau Public, the free use, basic version of this visualization software.

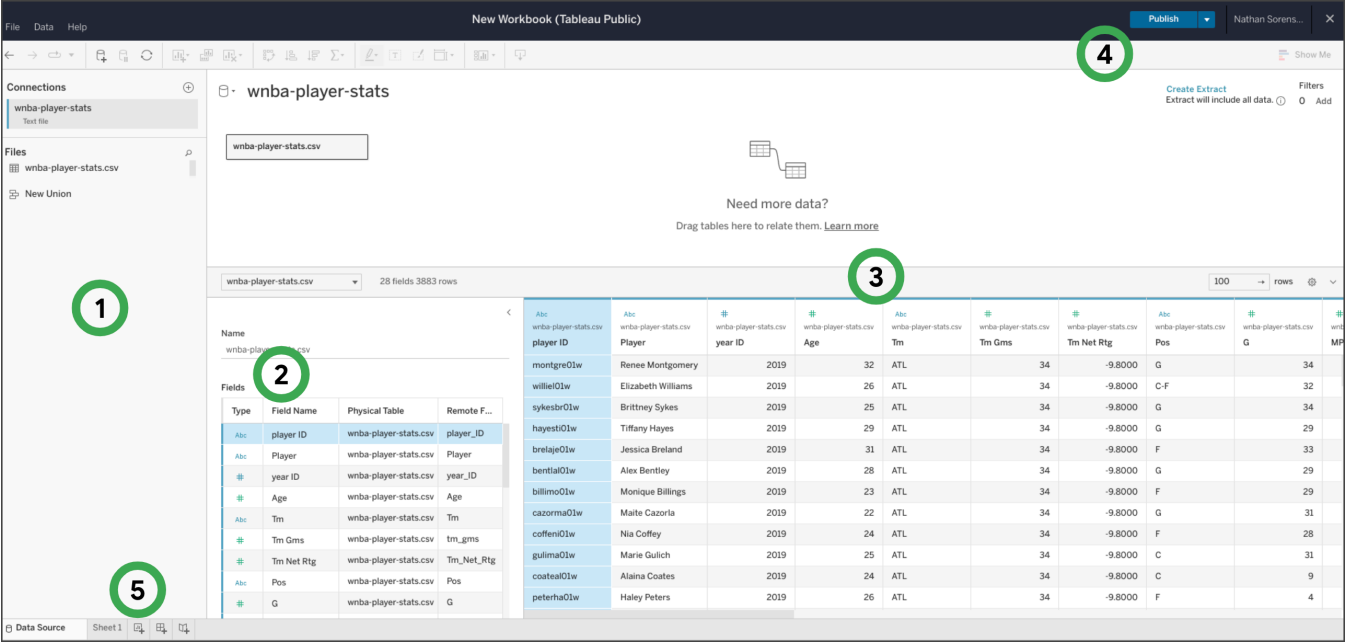
Reviewing the fundamentals of Tableau Public

In this reading, you will learn about the basic structure of the **data source** and **design** screens featured in Tableau Public. The data source page is used for inputting or connecting to the data, and the design page is used for plotting and creating data visualizations. Both are needed to successfully design impactful and compelling data visualizations.

Note: To review the Tableau Public setup process, refer to the reading about [how to sign on to Tableau Public](#).

Data source page

Before you can start designing visualizations, you'll first need to upload your data. There are several ways to connect data to Tableau Public, including uploading from your computer hard drive, linking to Google Drive, and using connections to outside databases through OData. The data source page also allows you to consider your plan for your data visualization. What do you want to present with your data? Will any data columns need to be converted? Will you need multiple data sources? The picture below provides a description of the different windows and tools featured on the data source screen.

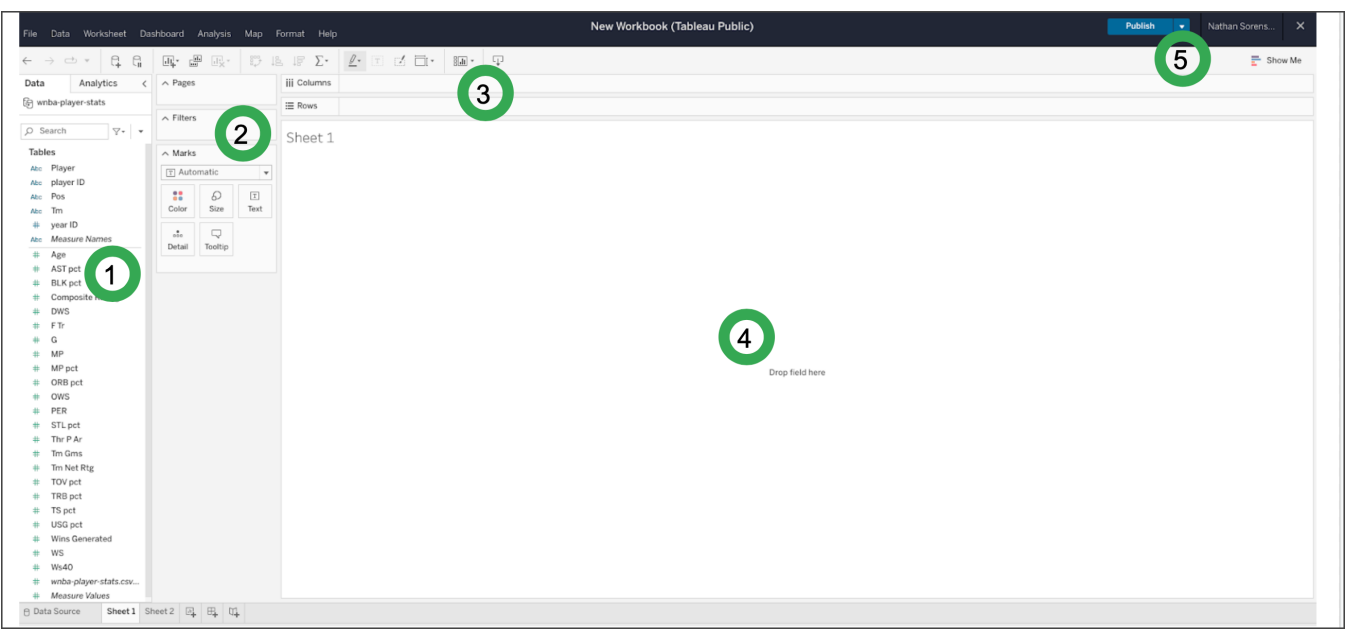


The following descriptions correspond to the image above.

1. This left-hand pane includes your data connections and files. Here you will find all the files you upload in a list so that you can keep track of multiple files and/or multiple connections to different databases.
2. Just to the right of the data connections window is a list of all of the fields that Tableau Public has detected in a particular file. If you have multiple files uploaded, you can select the file from a dropdown to access each file's fields. As you'll learn in an upcoming video, Tableau's fields are acquired from the data columns in your file. Tableau automatically sorts these fields into dimensions or measures and discrete or continuous variables.
3. The biggest pane on the page, on the middle right, allows you to access all of the columns of your file as Tableau fields, including several rows of data. Unlike the pane to the left, this pane allows you to create new fields based on those already present, such as new calculation fields, groups, sets, or parameters (you will learn more about these features in upcoming videos).
4. The blue button "Publish" in the upper right of the screen acts as your "save" button. Because Tableau Public is a browser-based platform, anything you create and want to save will be published to your public account. There are ways to password lock or hide data sources and data visualizations if desired, but Tableau Public only offers the Publish field for saving your work.
5. Lastly, you will use the collection of buttons at the bottom left of the page to navigate to your data design page. You'll find button options for creating a new worksheet, a new dashboard, and a new story. These elements will be introduced in the next section.

Data design page

The data design page is where your data visualizations will be built. Here you will move your data source fields to appropriate shelves to build the type of visualization you want. You can build data visualizations or entire interactive dashboards all from this page.



The following numbered items correspond to the numbers displayed in the Tableau workbook image above.

1. In this pane on the far left, you will find your list of discrete and continuous dimensions and measures. You will move these variables to different panes on this page to build visualizations. You will learn more about these variables later.
2. In the next pane just to the right, you'll find "Pages," "Filters," and "Marks." You can move any dimension or measure to these different fields to manipulate the data visualization. You will learn how to use these features in upcoming videos.
3. At the top of the page, just under the menu bar, there are two empty rows that act as your main two shelves for moving your variable fields. The "Columns" and "Rows" shelves help you position your data visualization as desired. You'll also notice above these rows a toolbar and menu full of other options for manipulating your data visualization.
4. In the middle of the screen is the main viewing panel for your visualization. As you add elements and drag your dimensions and measures to different fields, you will notice the impact they have on your data visualization in this panel. In the upper right corner you will find your "Publish" button, which acts as the save button, and the "Show Me" dropdown. Under the "Show Me" dropdown, you will find a selection of data visualization types and guides for building each of them.

Other ways to review Tableau tools

Google Data Analytics Professional Certificate

As mentioned earlier, if you have taken the [Google Data Analytics Professional Certificate](#) program, you are already familiar with Tableau and Tableau Public. Go to the [Get started with Tableau](#) lesson in that program to review what you have learned.

Tableau.com

By visiting [Tableau.com](#), you'll notice multiple product offerings, everything from Tableau Public (which is free) to Tableau Desktop, Tableau Mobile, and Tableau Server. Each product has its own use and specialization, but the main elements for data visualization are the same. You can search through the [Tableau Help page](#) to find specific articles on just about any topic regarding data visualizations. There are a variety of training resources available from Tableau to help users learn the different features of their products. Tableau offers a variety of training resources for helping to learn their different products.

Key takeaways

Tableau is a powerful data visualization tool, but that means it takes a lot of practice and experience to use it proficiently. The two main pages you'll use are the data source and data design pages. There are also a large number of resources available to help you in each step of the process, including Tableau Help and Grow With Google Data Analytics Certificate Program.

Resources for more information

To help you troubleshoot or to learn more, you can use the following links:

- Use Tableau resource page to set up your data for success: [Set up data sources](#)
- Tableau Tools and Web Authoring Help: [Design charts and analyze data](#)
- The Tableau Public "Discover" page, which includes "Viz of the Day" and other beautiful vizzes designed on the platform: [Welcome to Tableau Public](#)

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