

Present a story

- Video Welcome to week 4 9 min
- Reading Tableau Public overview 22 min
- Video The visualization life cycle 1 min
- Exercise Prompt Choice a data visualization type 13 min
- Reading Following instructions: Data visualization and presentation with Tableau 18 min
- Reading Following guide: Work with Tableau Part 1 11 min
- Video Work with Tableau, Part 1 9 min
- Reading How to sign up to Tableau Public 23 min
- Exercise Quiz Test your knowledge 10 min 2 questions

Advance Tableau

Review Data visualizations and presentations

Follow-along guide: Work with Tableau, Part 1

This document includes detailed instructions for how to perform the data visualizations described in the video "Work with Tableau, Part 1."

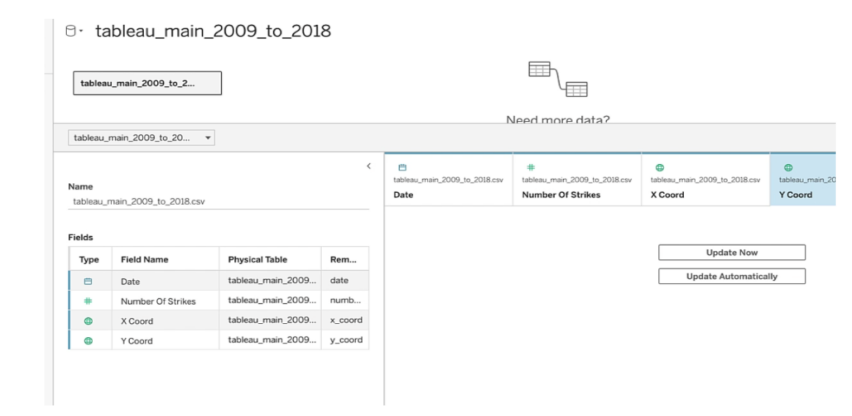
The following guide points out areas of the video that may require adjustments. These reference guides can also serve as a set of usability reminders for you to read when using Tableau for your future courses.

Instructions

- Go to <https://tableau.com/learn>.
- Log in to your account.
- Go to the **Profile** at right of Tab Public homepage.
- Under **Wizards**, select **Create a Viz**.
- Select **Upload from computer**. Select the appropriate CSV file provided in the [instructions](#).

Note: Please allow several minutes for data upload into Tableau Public.

Notice on the data source tab that you can use all of your column headers and Tableau icons that help you determine data types. In this case, you'll see a calendar icon and pound signs indicating numbers or integers.

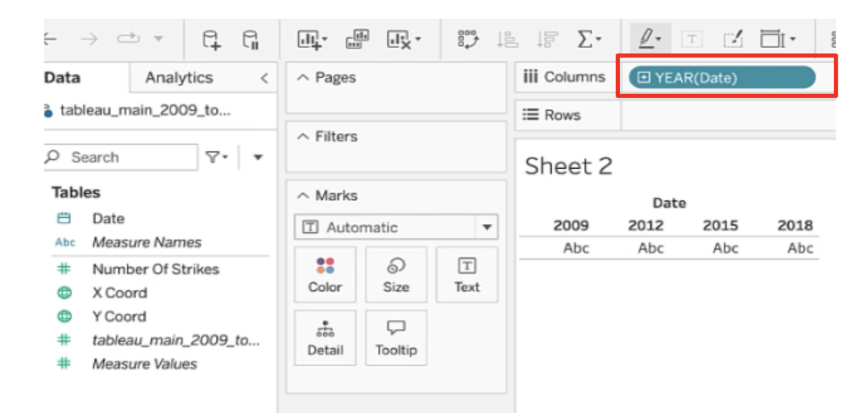


- Click on **New Worksheet**.
- Note:** Please allow several minutes for data to import into a new worksheet.

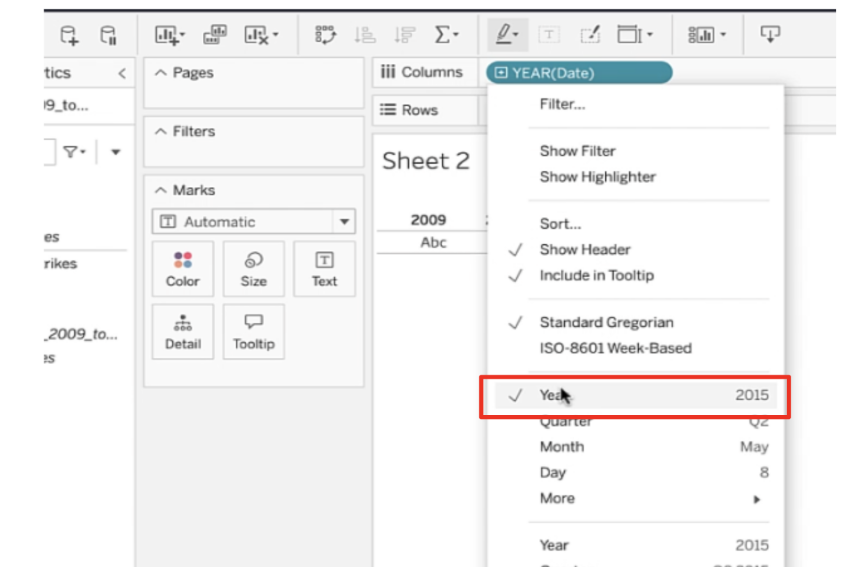


Notice the green and blue fields and the gray line dividing them. As you'll remember from the video, blue indicates a discrete field and green indicates a continuous field. The gray line divides the dimensions from the measures, with dimensions above and measures below the line.

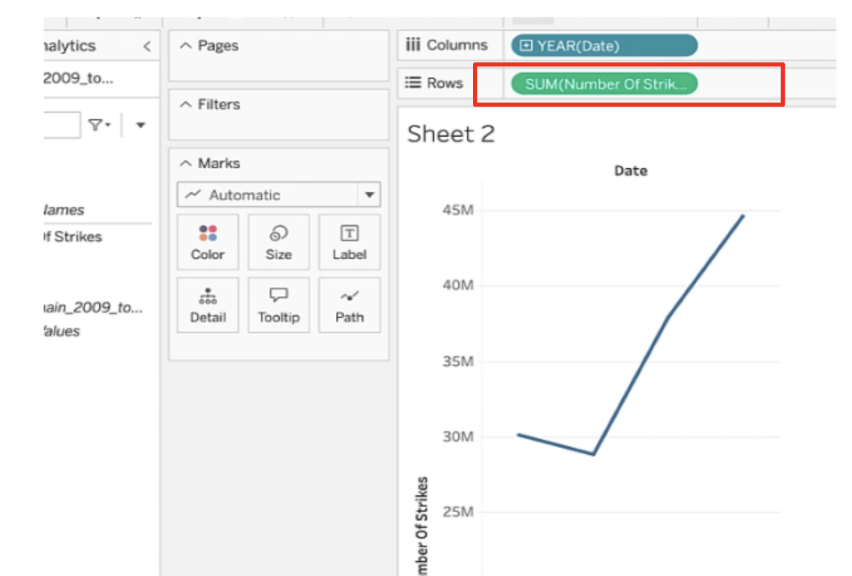
- Drag **Date** into Columns shelf.



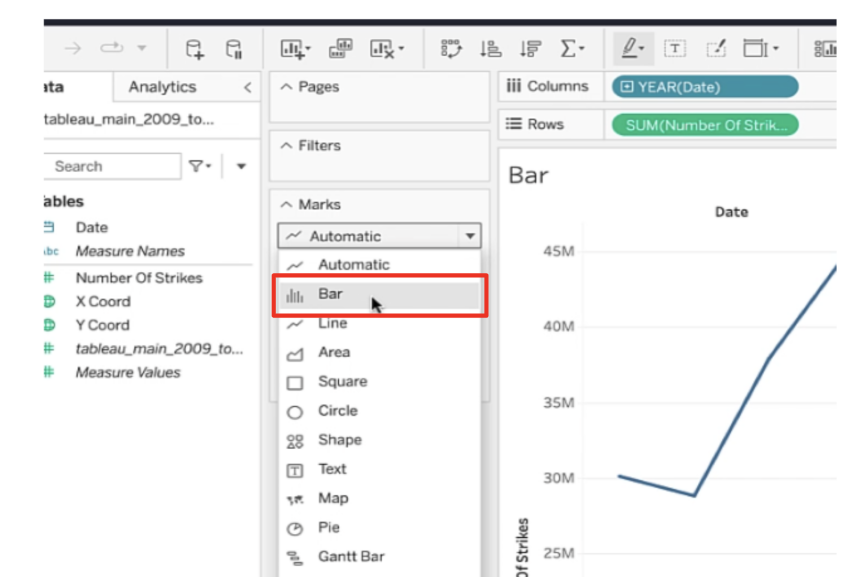
- Click on the drop-down menu of the date field. Ensure there is a checkmark next to **Year**.



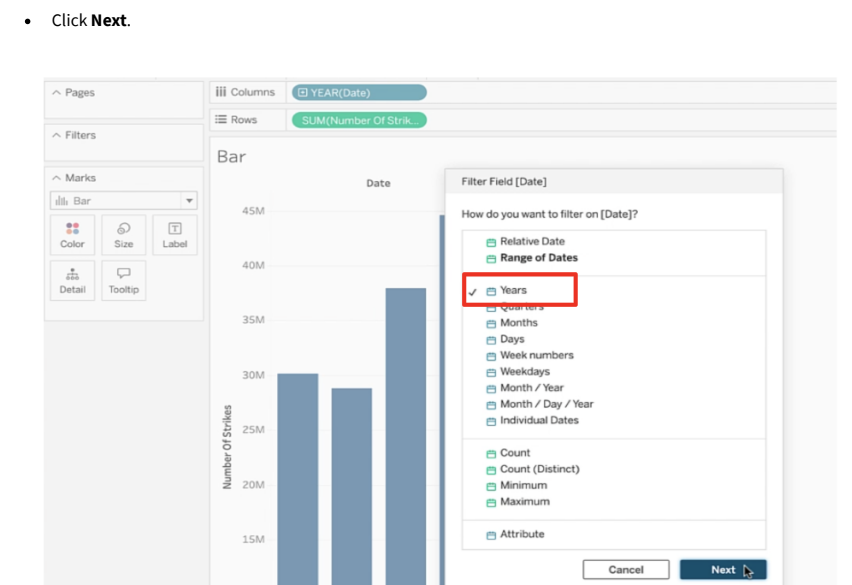
- Drag **Number Of Stripes** to the Rows shelf. You've created a line graph.



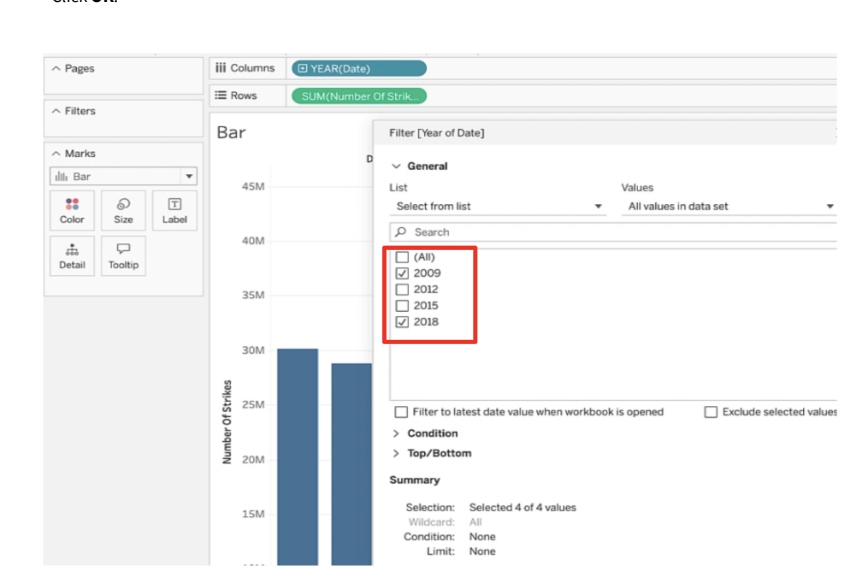
- Click on **Duplicate** worksheet in the toolbar menu.
- Click on the dropdown menu in the **Marks** field. Select **Bar**.



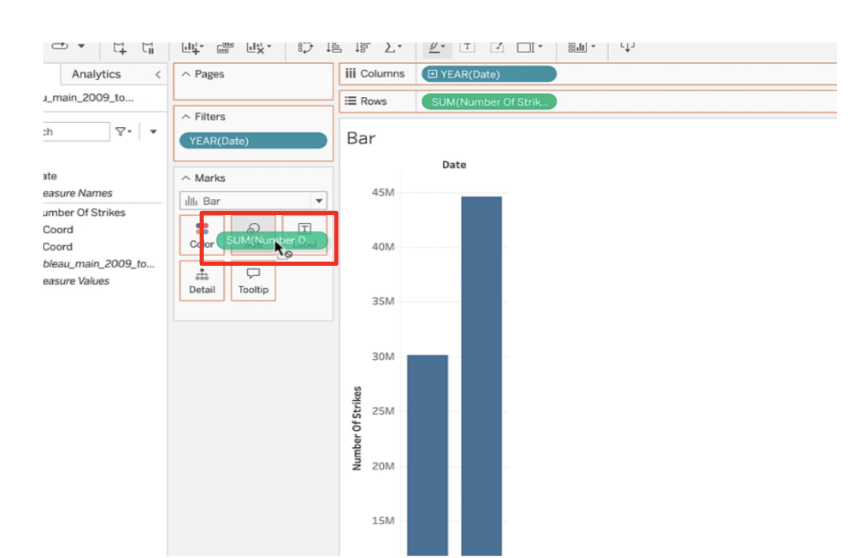
- Click **Filters**.
- Select **Year** when the pop-up window appears.



- Select only **2009** and **2018** in the next pop-up window.
- Click **OK**.

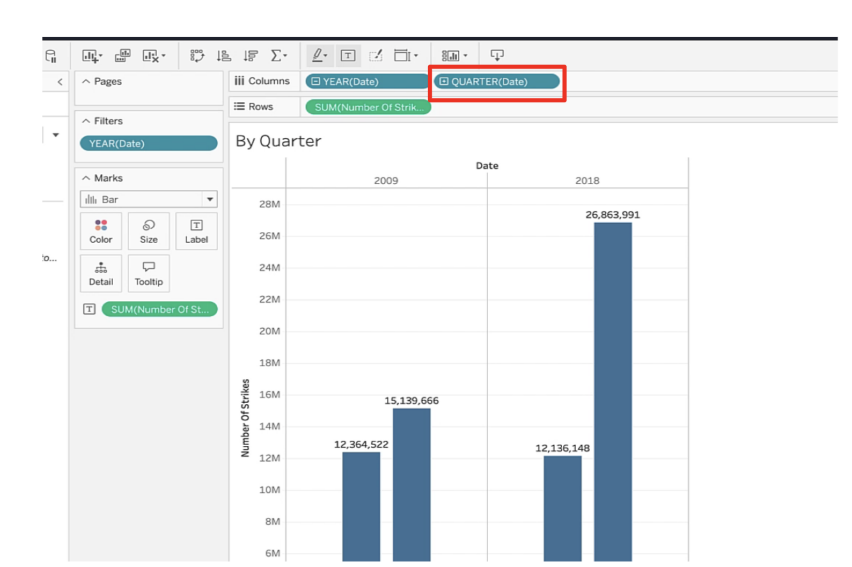


- Add labels to the bars by dragging **Number Of Stripes** to the **Label** field.

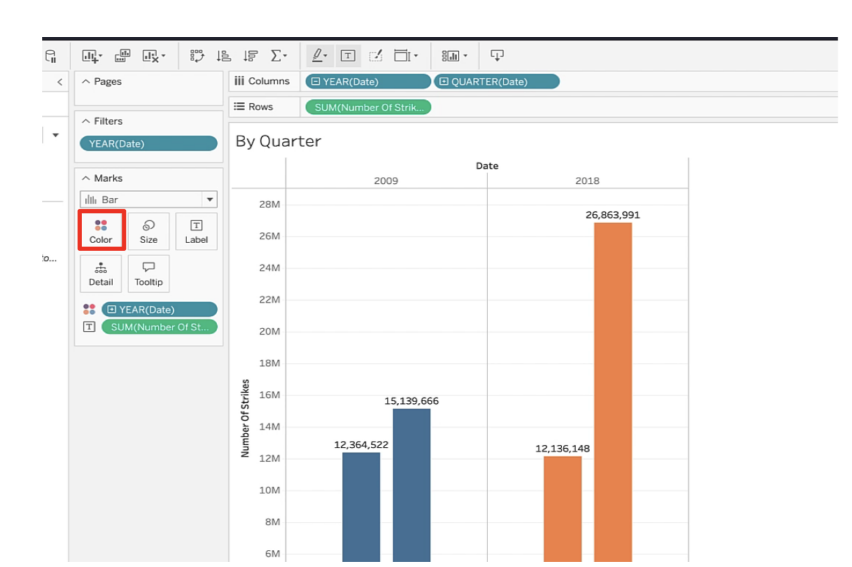


Notice the bars are labeled at the top with total number of stripes for 2009 and 2018.

- Click **Duplicate** worksheet in the toolbar menu.
- Drag **Date** to column shelf. This will automatically divide the number of stripes into quarters.

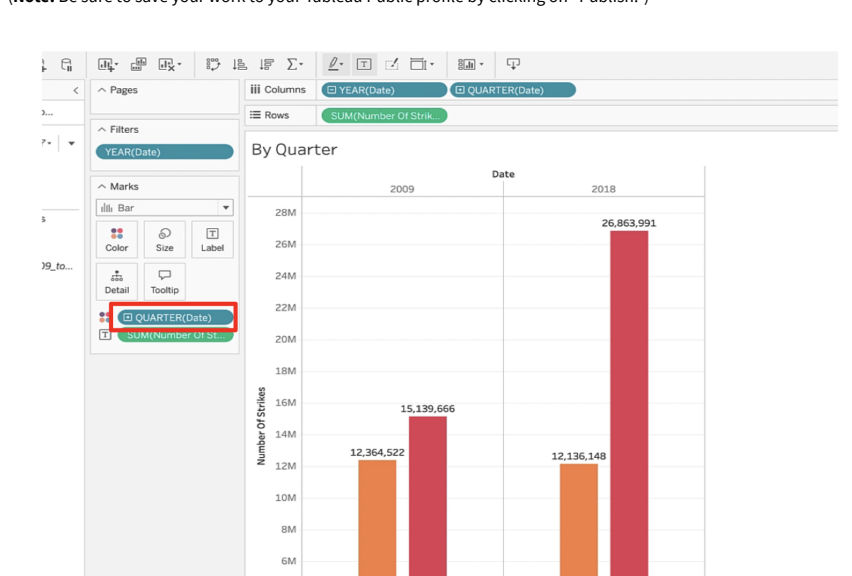


- Drag **Date** to Color square.



- Click on the blue drop-down arrow of **YEAR(Date)** in the **Color** field and select **Quarter**.

Note: Be sure to save your work to your Tableau Public profile by clicking on "Publish."



Mark as completed