

# Activity Overview

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In this activity, you will create a dashboard using the charts you made in the previous activity. The dashboard you make will answer the stakeholder's business questions.

Be sure to complete this activity before moving on. The next course item will provide you with a completed exemplar to compare to your own work. You will not be able to access the exemplar until you have completed this activity.

## Scenario

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Review the following scenario. Then complete the step-by-step instructions.

As a refresher, you've been tasked with creating a business intelligence visualization to help the Minnesota Department of Transportation improve highway infrastructure. You had a video call with your stakeholder to discuss the details of your project.

Now, refer to the [email you received from your supervisor](#) with hints about how to proceed. If you need a reminder about the scenario, refer to the stakeholder interview video.

## Step-By-Step Instructions

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Follow the instructions to complete each step of the activity. Then, answer the questions at the end of the activity before going to the next course item to compare your work to a completed exemplar.

### Step 1: Open your charts

To begin, open your chart file in Tableau Public. You should have published it on your Tableau Public account. If you have not completed this yet, return to the [previous activity](#) and create your charts.

Now that you have your charts open, click the **New Dashboard** button to create a new dashboard. Drag each chart from the menu to the dashboard interface.

### Step 2: Evaluate your mockup

In the previous activity, you created a mockup to help you plan your dashboard. You can use it as a reference or decide that you want to change your layout. Now that your charts are complete, you might find that your original plan is not the best approach. You have an opportunity to evaluate the mockup you made, make changes if necessary, and use it to design your dashboard.

In a professional situation, you would be able to get feedback on your mockup. Since you can't get any specific feedback in this roleplay scenario, use your best judgment to evaluate your work.

### Step 3: Choose your most important chart

Now that you have your charts ready to arrange, you might decide to emphasize a specific chart. Place this chart into your dashboard first and place the other charts around it. If your chart has a legend associated with it, make sure to keep it near the chart.

## Step 4: Determine the hierarchy of your remaining charts

Next, you'll decide the arrangement for the remaining charts based on the layout of your mockup. However you organize it, the layout should be logical. You might organize your charts from most to least important, more general insights to very detailed information, grouped by topic, or another way. You can use size, color, and other design elements to create a logical flow in your BI dashboard.

Make sure to arrange the legends along with the graphs. It can be hard to interpret your charts if the corresponding legends aren't next to them.

## Step 5: Optional: Make additional adjustments

Once you've arranged your charts, you can make additional adjustments to your dashboard. You might edit a caption on one of your charts, add a custom tile using the Tooltips function, or change your color palette. Your choices here should follow the design best practices from your [design resource guide](#).

### Pro Tip: Save the template

Finally, be sure to save your dashboard. You will iterate on it in an upcoming activity, and you can use them in your professional projects.

## What to Include in Your Response



Be sure to address the following criteria in your completed dashboard:

- Includes at least three charts to answer the scenario business questions
- Uses charts you created in the previous activity
- Demonstrates chart hierarchy corresponding to the stakeholder's requests