

Hi guys, we are so excited to meet you on 9/30. To get ready for the DataRes x Data Science Union Tableau Workshop, here are instructions on how to download Tableau and the data sets. **We ask that you please install Tableau before the workshop!**

Note that *Tableau Desktop* is free for full time students!

For clarification, the difference between Tableau Desktop and Tableau Public is...

- When you save any graph or visual in Tableau Public, it is uploaded to your Tableau Public Profile (a public website anyone can access).
- Tableau Desktop, on the other hand, you can privately save your visualizations to your machine.

Step-by-step Installation Guide for Tableau Desktop (full time students):

****note to get the full version of tableau you need to allot ~20 mins for tableau to verify your student status****

1. Start by clicking this link- <https://www.tableau.com/academic/students>
2. Select the orange “Get Tableau for Free” button
 - a. Enter your student details
 - b. Make sure to attach a transcript or a screenshot of student registration
3. Click the orange “Verify Student Status” button
 - a. Check for an email with the subject line: “Your Tableau Desktop Product Key is Enclosed”
4. Select “Download Tableau Desktop”
5. Your computer will download tableau desktop and open this tab:

https://www.tableau.com/products/desktop/download?signin=academic&fbclid=IwAR2g-URpPEQyyIDQ8VfTtAsoon0hM-v6F-hYdpj4K_PuzfbzHJYsUykeJDg

- a. Go through the three steps linked above ^ (a. Download b. Install c. Register)
6. Open up “Tableau Desktop”, located in your Applications
7. Select the blue “Activate Tableau” link, and in the next window select “Activate with a product key”
8. Pull out and copy the product key from your email and select “Activate”
9. Fill out all of the fields in the registration window
 - a. for “Organization” select “University of California, Los Angeles”

Step-by-step Installation Guide for Tableau Public:

Go to this link: <https://public.tableau.com/en-us/s/>

1. Enter your email address, then click “DOWNLOAD THE APP”
2. Follow the instructions in the email with the subject line “Activate Your Profile”
3. Download, Install, and open “Tableau Public” from applications.

We also attached a few datasets that we will use in the workshop. Make sure to download them to a folder on your desktop for easy access!