

Specialist Domain 3: Sharing Insights

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Question 1 [3.1.1 Use color from the marks card]

How do you change the color of a chart from Marks card in Tableau? – [Select all that Apply]

- a) For an existing chart select the All in Marks card -> Select Color -> Edit Colors -> From the Select Color Palette select any of the desired option -> From the select Data item choose desired color for each of the measure -> Apply -> Ok
- b) For an existing chart select the All in Marks card -> From the Select Color Palette select any of the desired option -> From the select Data item choose desired color for each of the measure -> Apply -> Ok
- c) For an existing chart select the All in Marks card -> Select Color -> Edit Colors -> From the Select Color Palette select any of the desired option -> Apply -> Ok
- d) For an existing chart select the All in Marks card -> Select Color -> Choose the desired color -> Apply -> Ok

Correct answer: a, c.

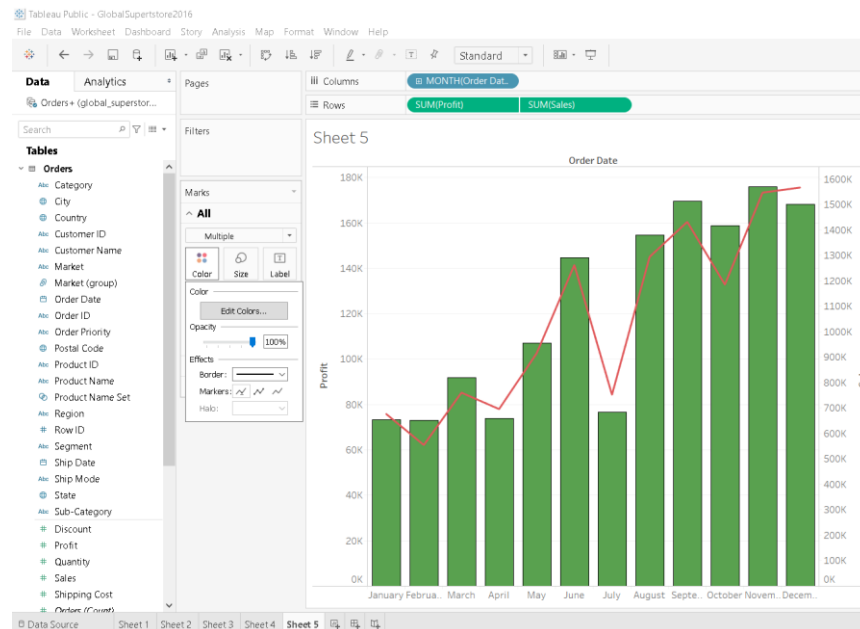
Explanation: There are two ways to change color from Marks card –

For an existing chart select the All in Marks card -> Select Color -> Edit Colors -> From the Select Color Palette select any of the desired option -> From the select Data item choose desired color for each of the measure -> Apply -> Ok

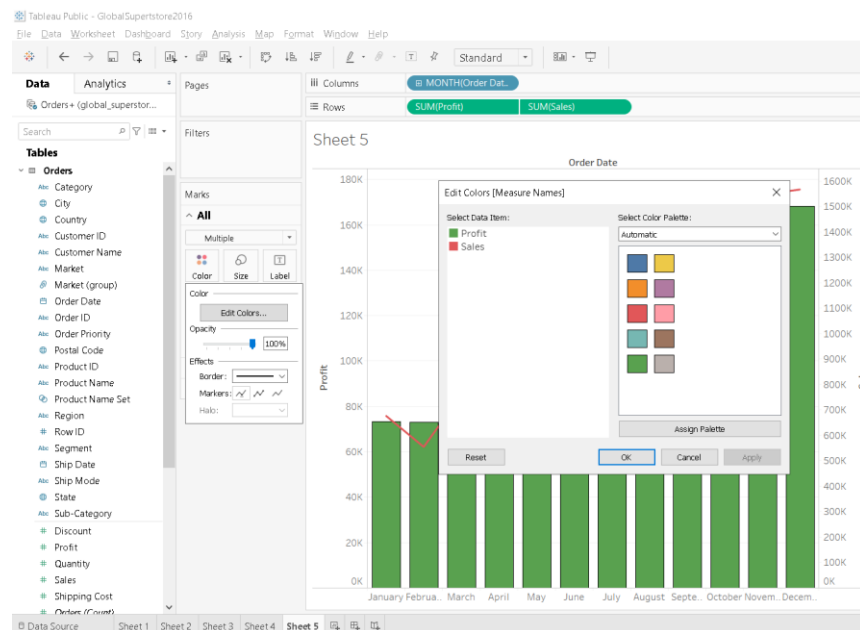
Or

For an existing chart select the All in Marks card -> Select Color -> Edit Colors -> From the Select Color Palette select any of the desired option -> Apply -> Ok (when we are keeping the color palette as automatic)

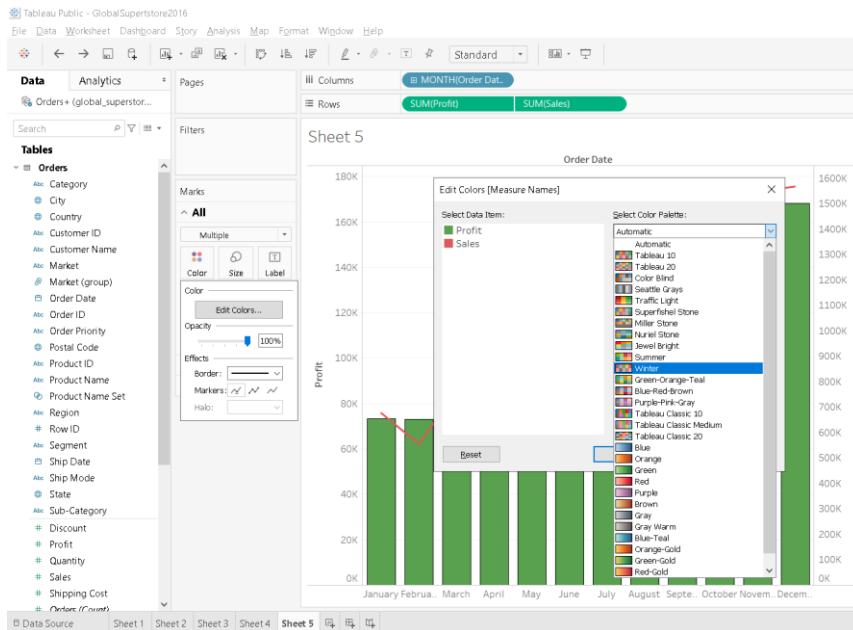
Step 1: Choose color for All from Marks Card



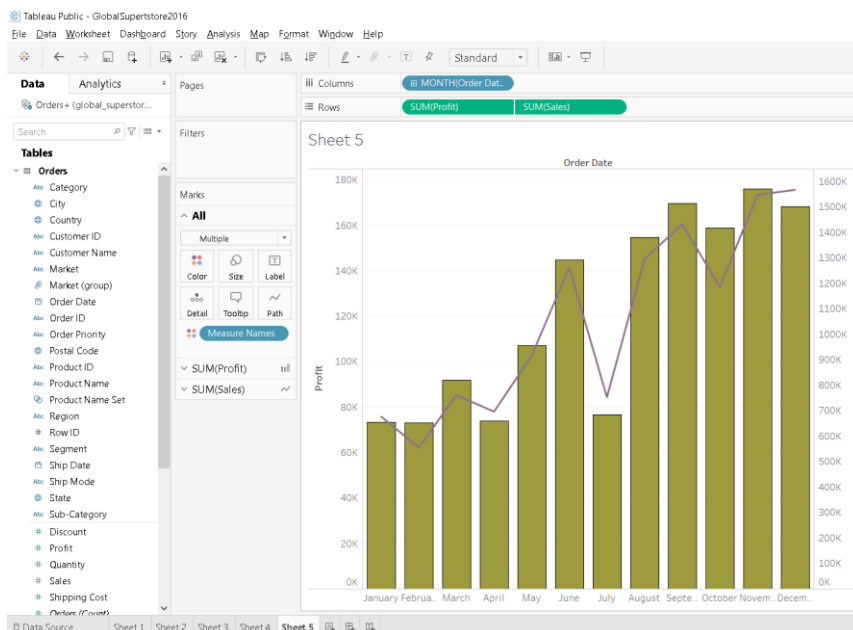
Step 2: Select Edit Colors



Step 3: Select any desired color palette or keep it automatic



Step 4: Choose the desired colors for the measures and select apply and then press ok



Question 2 [3.1.2 Configure fonts]

Choose which of the following are true for using fonts in Tableau for visualization? – [Select all that Apply]

- a) If the workbook is created in Tableau Desktop then we can use any font installed on the computer in the workbook.
- b) If the workbook is created using Web Authoring we can use any font installed on the computer in the workbook

- c) If the workbook is published to Tableau Server any custom font must be installed on all server nodes. If the font is not installed on Tableau Server, the font will be replaced with a substitute font upon publishing.
- d) If the workbook is published to Tableau Online we can use any font installed on the computer in the workbook.

Correct answer: a, c.

Explanation: If the workbook is created using Web Authoring we can use only fonts installed on the Tableau Server or Tableau Online are functional when formatting your text. If the workbook is published to Tableau Online we can use only fonts supported by Tableau Online will appear.

Question 3 [3.1.3 Format marks as shapes]

How can we change the shape of the marks for a chart in Tableau? –

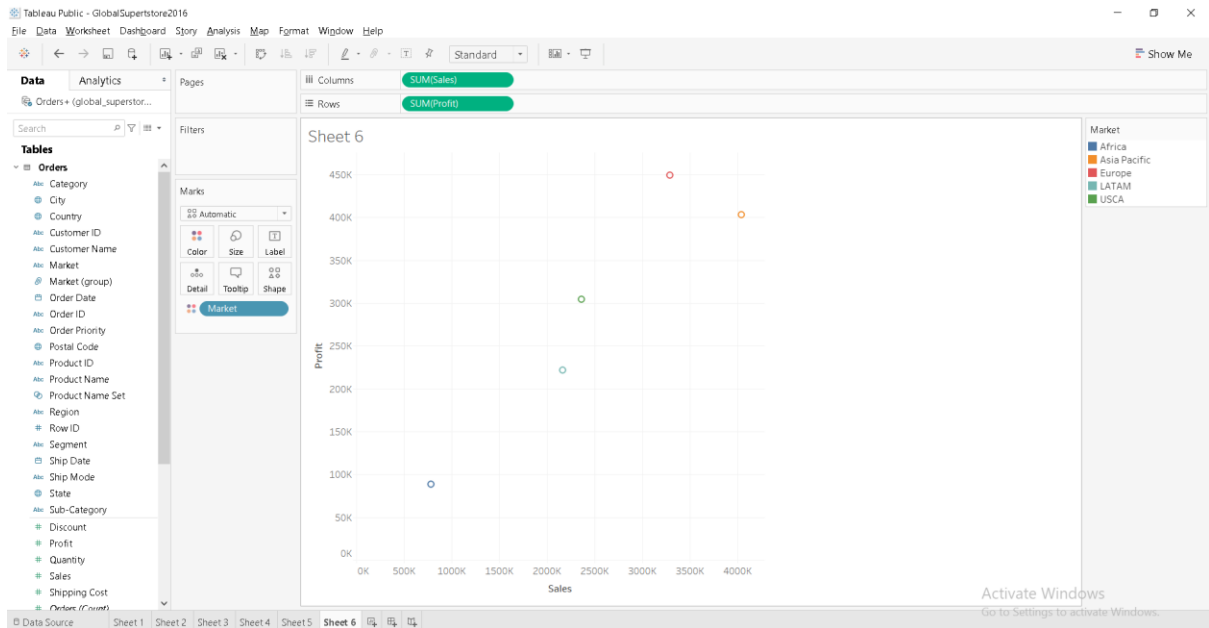
- a) Choose any two measures and drag them to columns and rows -> select any measure and drag it to the color of Marks card -> select any measure and drag it to the shape of the Marks card
- b) Choose any one measures and drag it to columns and choose any dimension and drag it to rows -> select any dimension and drag it to the color of Marks card -> select any dimension/measure and drag it to the shape of the Marks card
- c) Choose any two dimensions and drag them to columns and rows -> select any dimension and drag it to the color of Marks card -> select any dimension/measure and drag it to the shape of the Marks card
- d) Choose any two measures and drag them to columns and rows -> select any dimension and drag it to the color of Marks card -> select any dimension/measure and drag it to the shape of the Marks card

Correct answer: d.

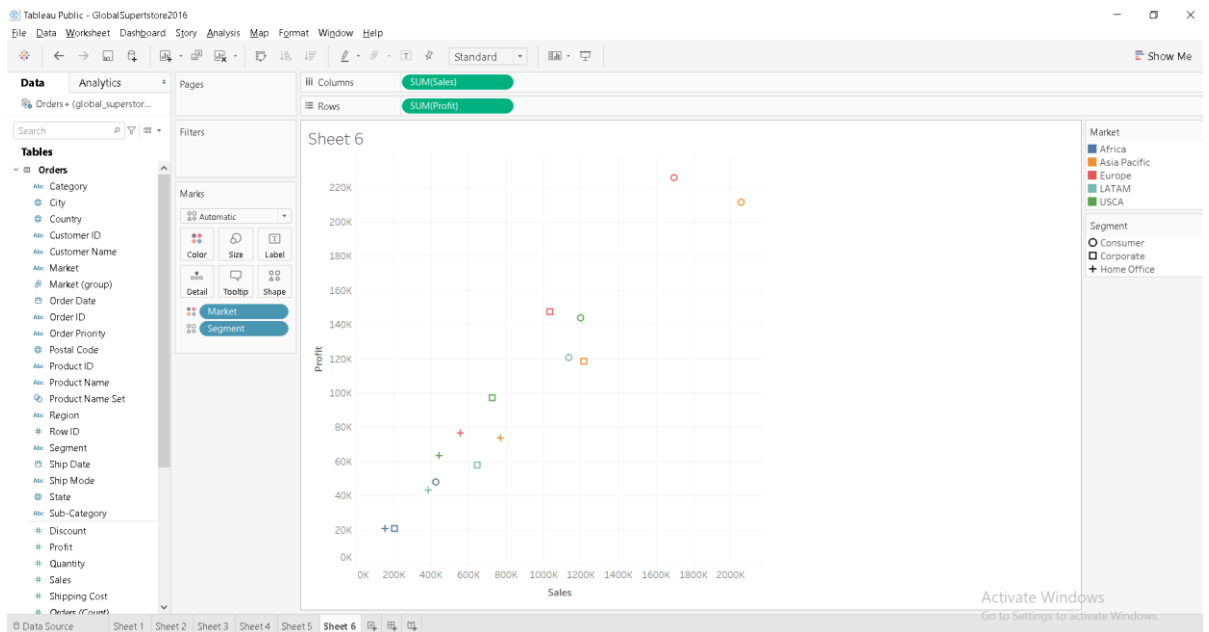
Explanation: The correct way to change the shape of the marks for a chart in Tableau –

Choose any two measures and drag them to columns and rows -> select any dimension and drag it to the color of Marks card -> select any dimension/measure and drag it to the shape of the Marks card

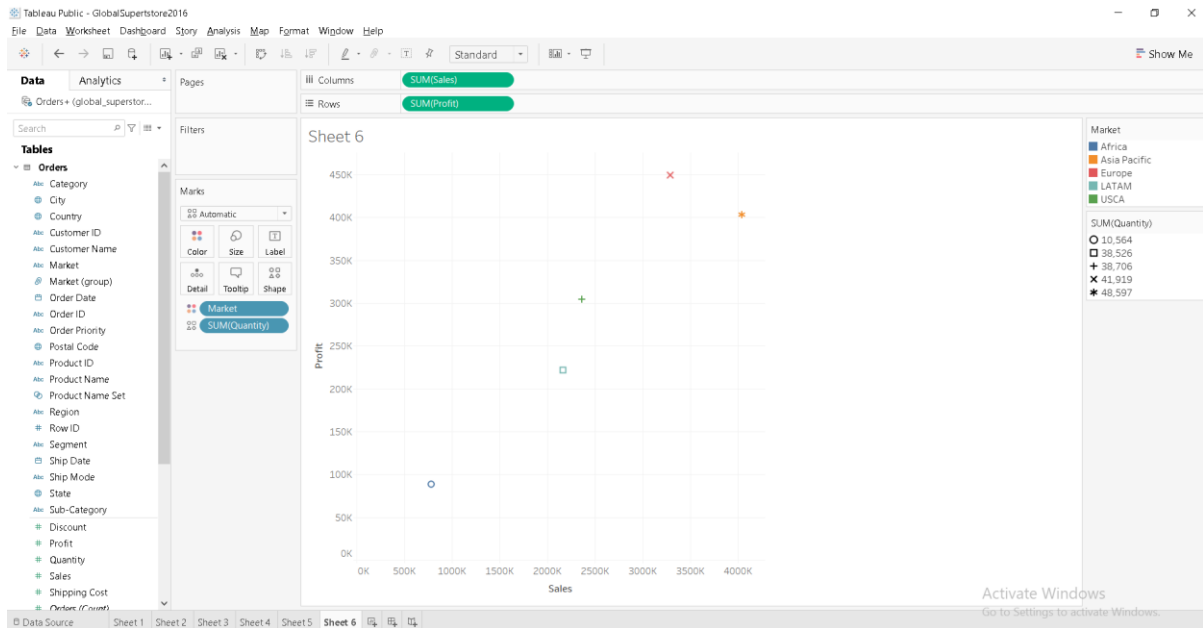
Step 1: Choose any two measures and drag them to columns and rows -> select any dimension and drag it to the color of Marks card



Step 2: Select any dimension and drag it to the shape of the Marks card



Step 3: Select any measure and drag it to the shape of the Marks card



Question 4 [3.1.4 Configure viz animations]

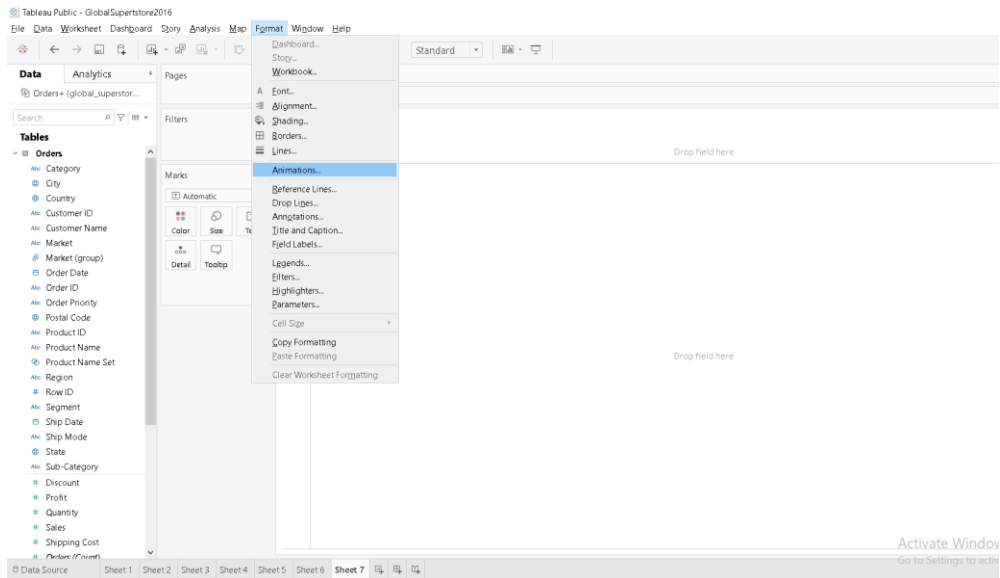
How can we enable the option of Animation in Tableau? –

- a) Go to Analysis -> Choose Animations -> Select On from Animations Tab
- b) Go to Format -> Choose Animations -> Select On from Animations Tab
- c) Go to Dashboard -> Choose Animations -> Select On from Animations Tab
- d) Go to Worksheet -> Choose Animations -> Select On from Animations Tab

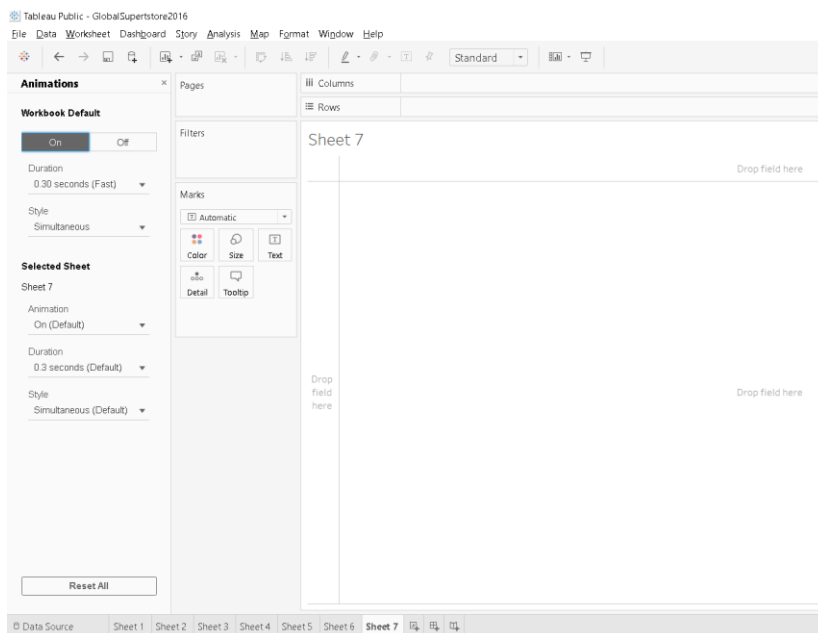
Correct answer: b.

Explanation: The correct way to enable the option of Animation in Tableau – Go to Format -> Choose Animations -> Select On from Animations Tab

Step 1: Go to Format -> Choose Animations



Step 2: Select On from Animations Tab



Question 5 [3.1.5 Change size of marks]

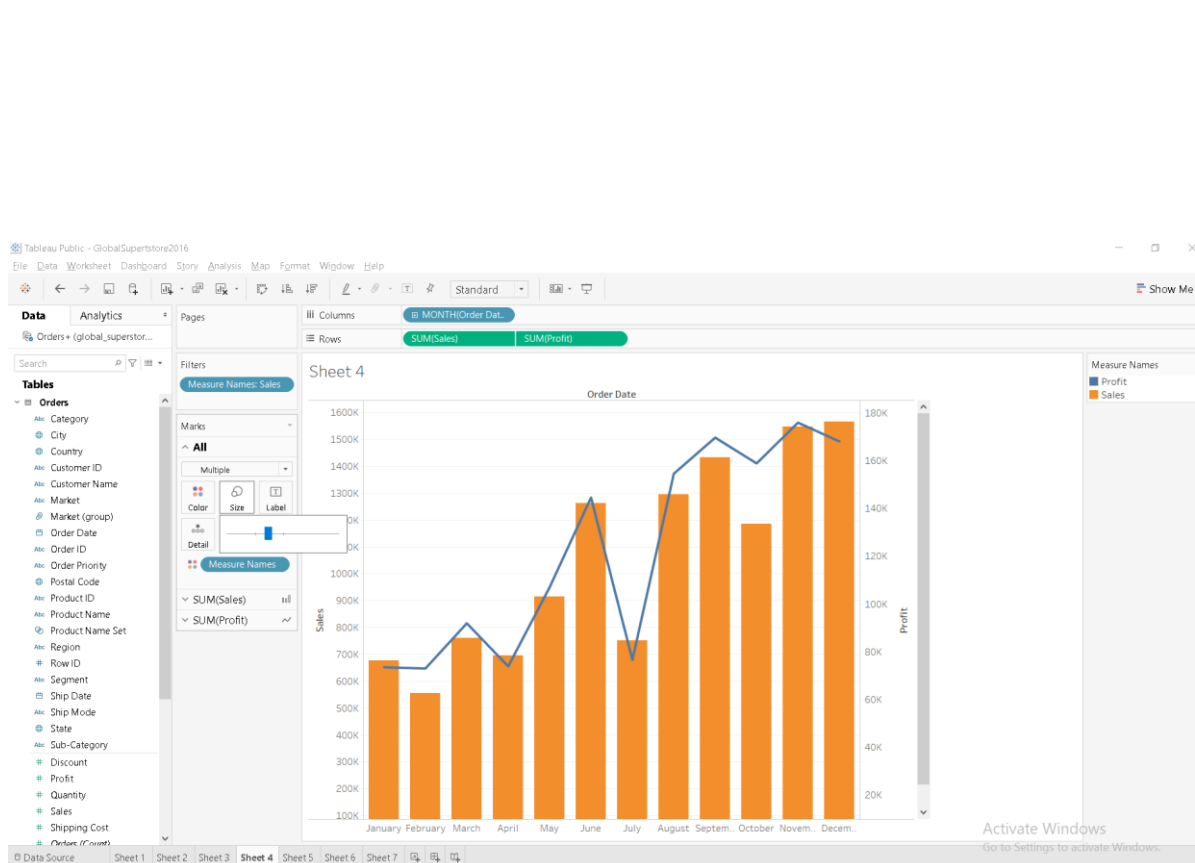
How can we change the size of marks in Tableau? –

- a) After creating any chart go to Marks card -> Select the size -> Move the slider to the right or left to increase or decrease the size of the chart
- b) After creating any chart go to Format -> Select the Marks card -> Choose the size of the chart
- c) After creating any chart go to Analysis -> Select the Marks card -> Choose the size of the chart
- d) After creating any chart go to Story -> Select the Marks card -> Choose the size of the chart

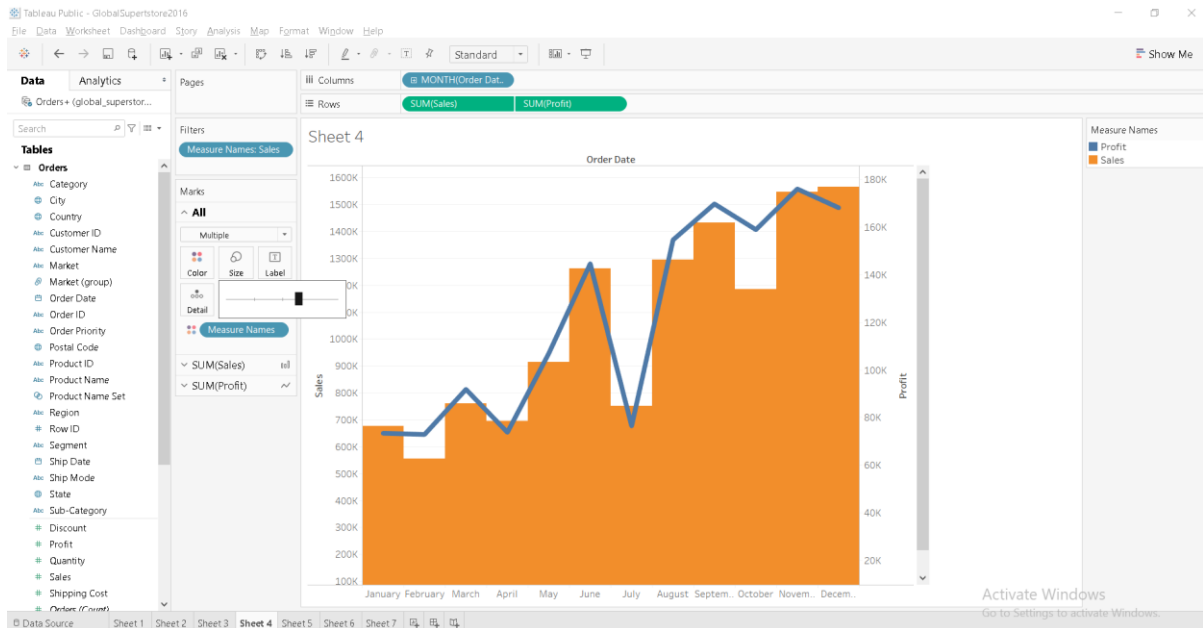
Correct answer: a.

Explanation: To change the size of marks in Tableau - After creating any chart go to Marks card -> Select the size -> Move the slider to the right or left to increase or decrease the size of the chart

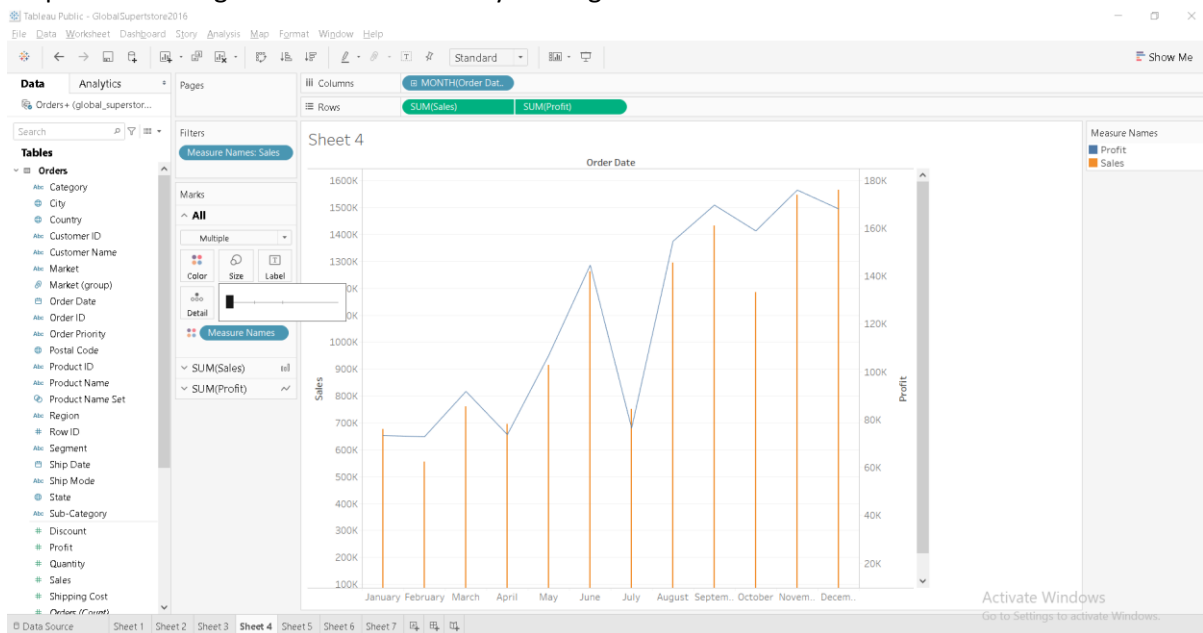
Step 1: Selecting the size inside Marks card



Step 2: Increasing the size of chart by moving the slider to right side



Step 3: Decreasing the size of the chart by moving the slider to left side



Question 6 [3.2.1 Add worksheets to a dashboard]

How can we create a dashboard in Tableau? [Select all that Apply]

- Go to dashboard and select New Dashboard -> Drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width -> Ok
- Go to Analysis and select New Dashboard -> Drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width -> Ok

- c) Go to Worksheets and select New Dashboard -> Drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width -> Ok
- d) Select the New Dashboard option -> Drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width -> Ok

Correct answer: a, d.

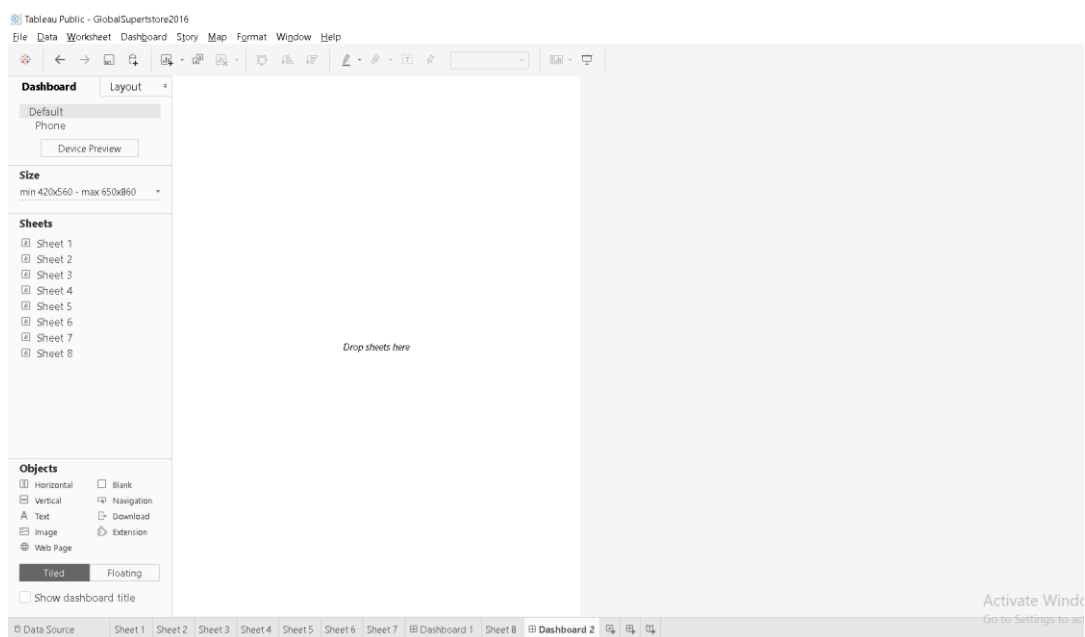
Explanation: To create a dashboard in Tableau – there are two ways we can do it –

Go to dashboard and select New Dashboard -> Drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width -> Ok

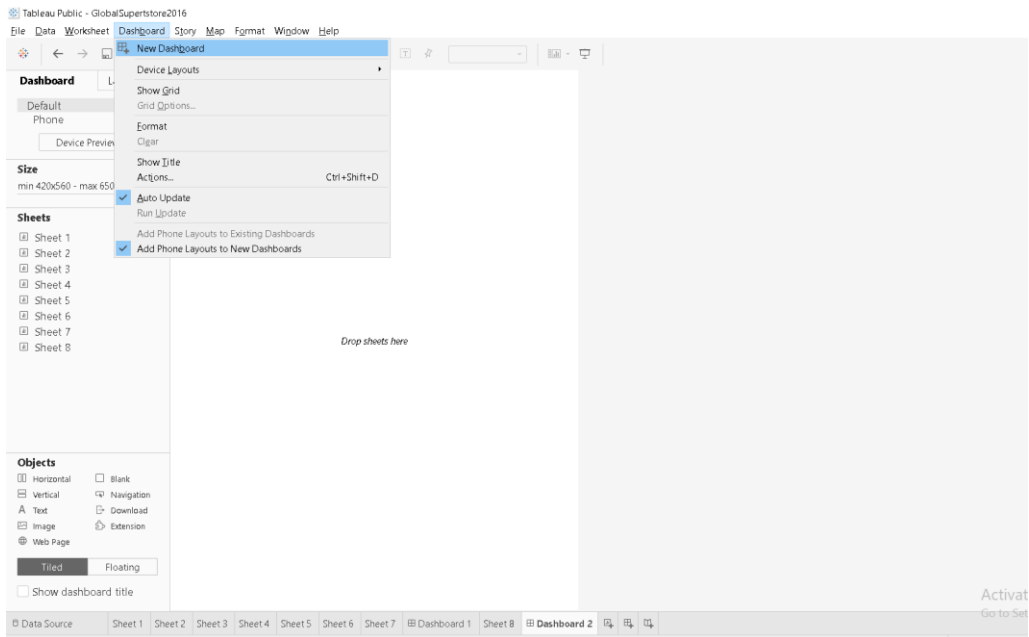
Or

Select the New Dashboard option from the below tabs directly -> Drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width -> Ok

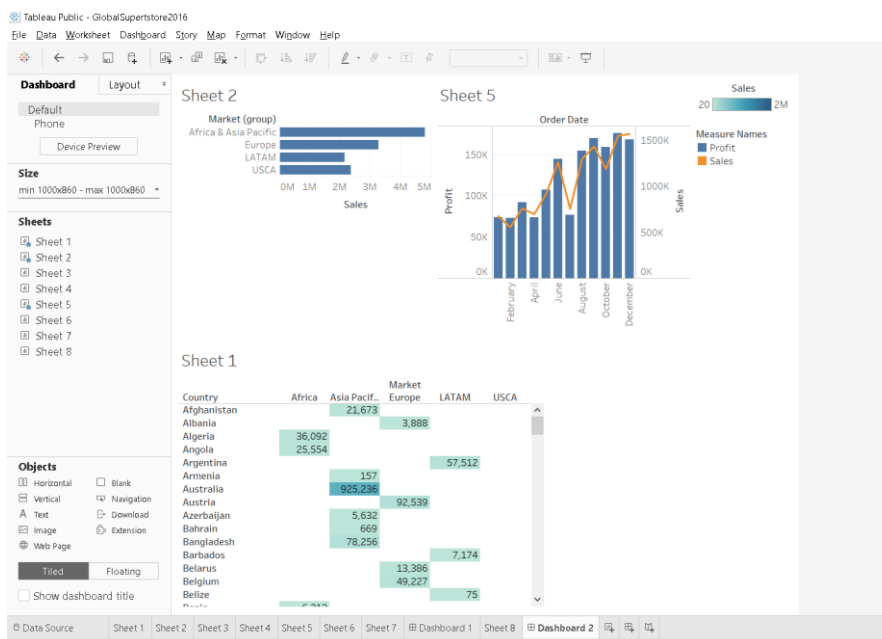
Step 1: Either select the New Dashboard option from the below tabs directly



Step 2: Also we can go to Dashboard tab and select New Dashboard option



Step 3: Then drag the desired worksheets to the dashboard to work for -> Adjust the dashboard length and width



Question 7 [3.2.2 Add interactive elements for consumers (e.g. show filters, data highlighter, tooltips)]

How do you create a viz in tooltip in Tableau?

a) Create a visualization in the source worksheet in Tableau -> Create a visualization in a target worksheet view to serve as the Viz in Tooltip and rename it to identify -> In the source worksheet, click Tooltip in the Marks card -> Select insert and select the target worksheet

b) Create a visualization in the source worksheet in Tableau -> Create a visualization in a target worksheet view to serve as the Viz in Tooltip and rename it to identify -> In the target worksheet, click Tooltip in the Marks card -> Select insert and select the target worksheet

c) Create a visualization in the source worksheet in Tableau -> Create a visualization in a target worksheet view to serve as the Viz in Tooltip and rename it to identify -> In the source worksheet, click Tooltip in the Analytics tab -> Select insert and select the target worksheet

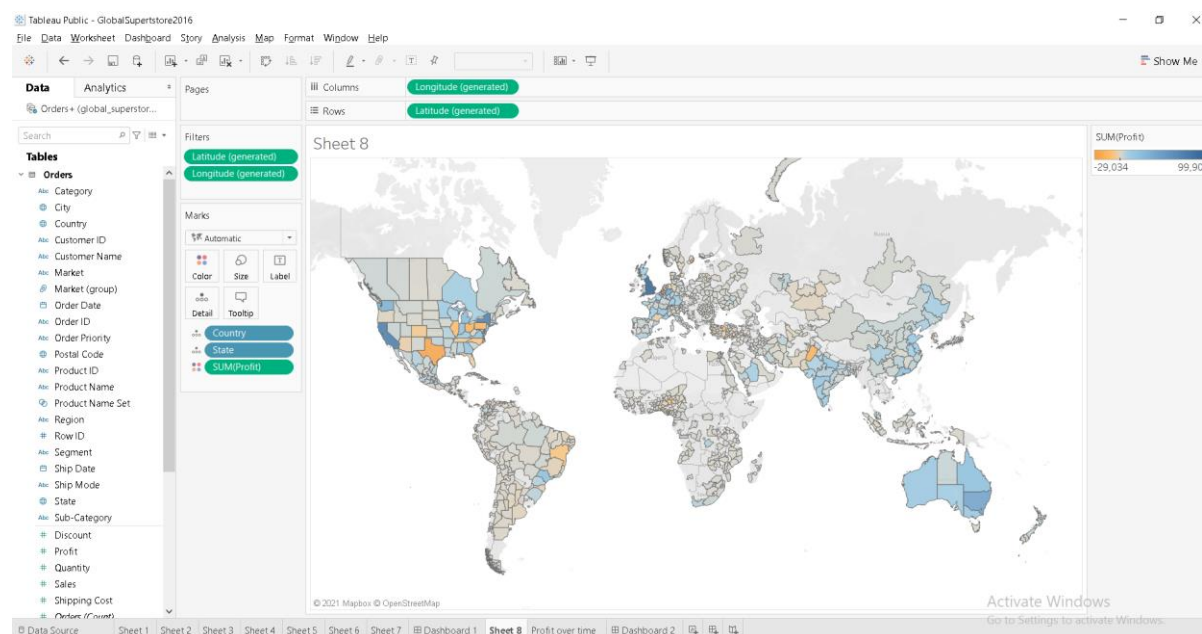
d) Create a visualization in the source worksheet in Tableau -> Create a visualization in a target worksheet view to serve as the Viz in Tooltip and rename it to identify -> In the source worksheet, click Tooltip in the Worksheets tab -> Select insert and select the target worksheet

Correct answer: a.

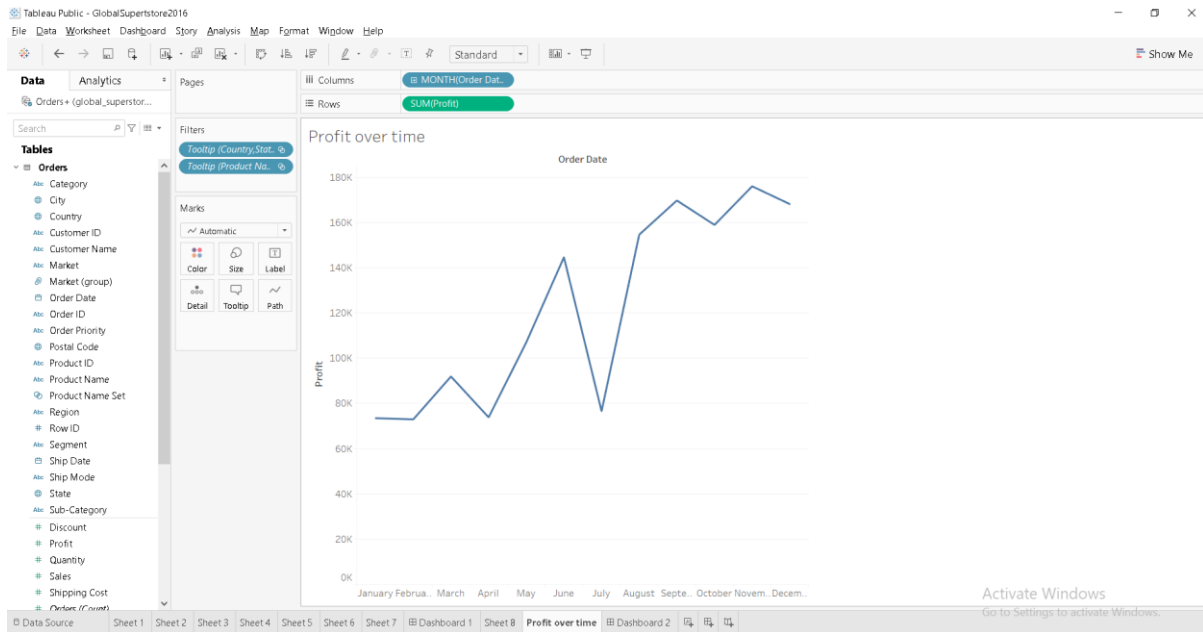
Explanation: To create a viz in tooltip in Tableau –

Create a visualization in the source worksheet in Tableau and create a visualization in a target worksheet view to serve as the Viz in Tooltip and rename it to identify. In the source worksheet, click Tooltip in the Marks card and select insert and select the target worksheet.

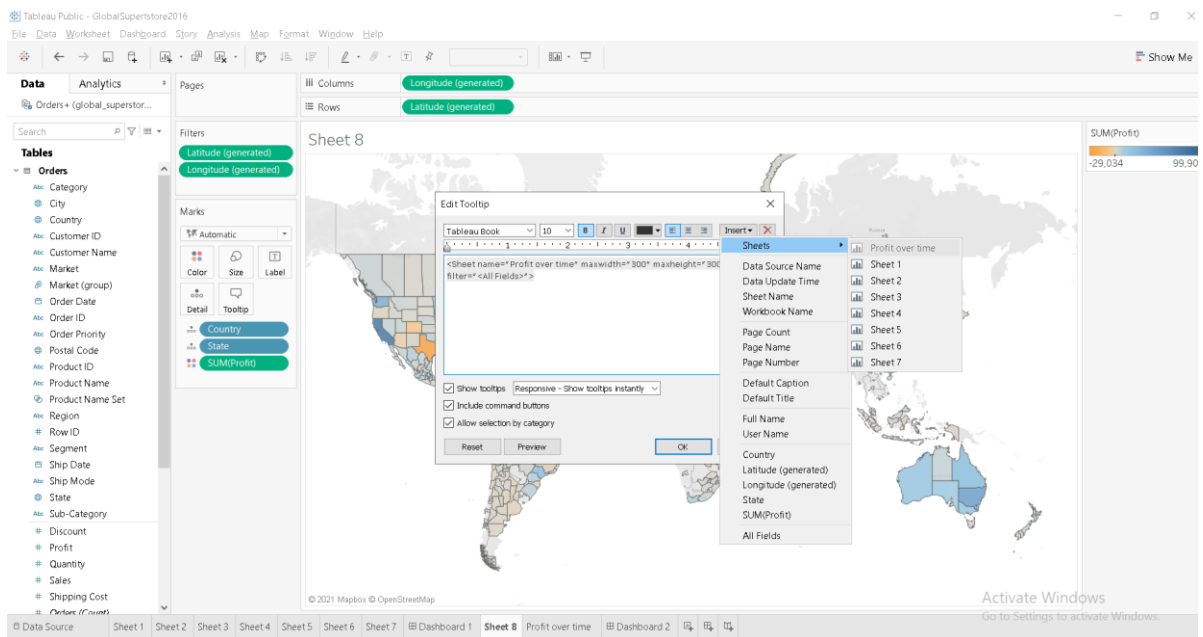
Step 1: Creating a visualization in the source worksheet in Tableau (Data ref. Global Superstore 2016)



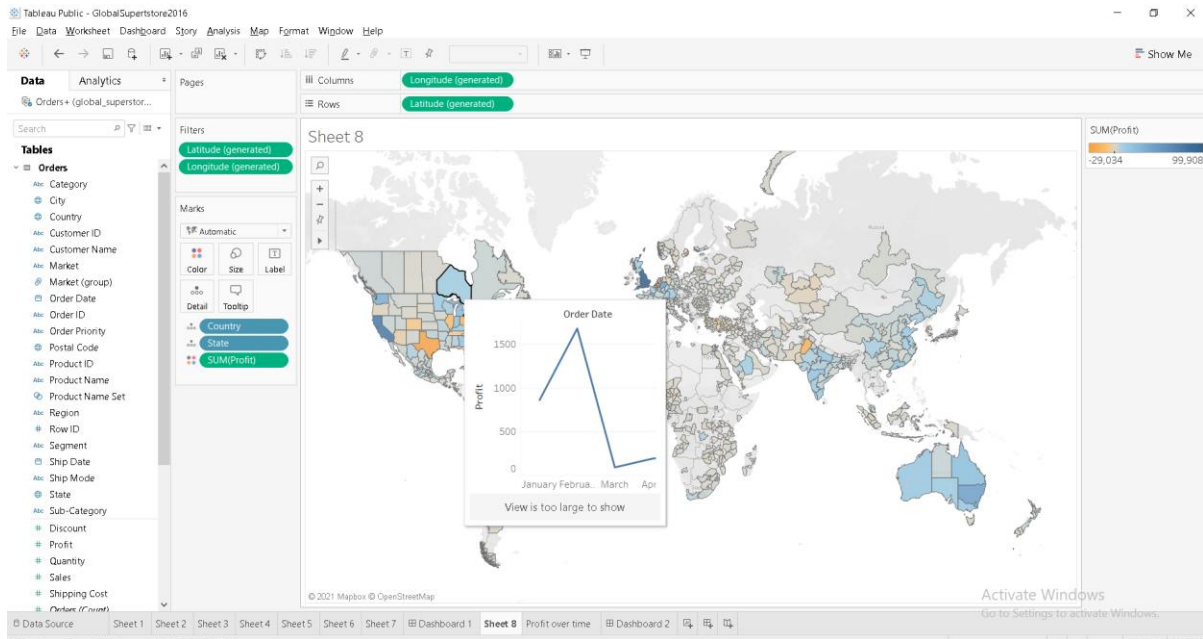
Step 2: Creating a target worksheet eg. Profit over time



Step 3: Selecting tooltip in marks card of source worksheet and inserting desired target worksheet



Step 4: Hover over the cursor on different states or parts of the map to visualize the profit over time



Question 8 [3.2.3 Add dashboard actions (e.g. filter action, highlight action, parameter control, URL action)]

Which of the following are true for URL actions in Tableau? [Select all that apply]

- a) A URL action is a hyperlink that points to a web page, file, or other web-based resource outside of Tableau
- b) We can use URL actions to create an email
- c) We can use URL actions to link to additional information about the data
- d) To customize links based on our data, we cannot automatically enter field values as parameters in URLs.

Correct answer: a, b, c.

Explanation: For URL actions in Tableau to customize links based on your data, you can automatically enter field values as parameters in URLs.

Also, URL action is a hyperlink that points to a web page, file, or other web-based resource outside of Tableau. We can use URL actions to create an email or link to additional information about our data.

Question 9 [3.2.4 Configure a dashboard layout and create device-specific dashboards]

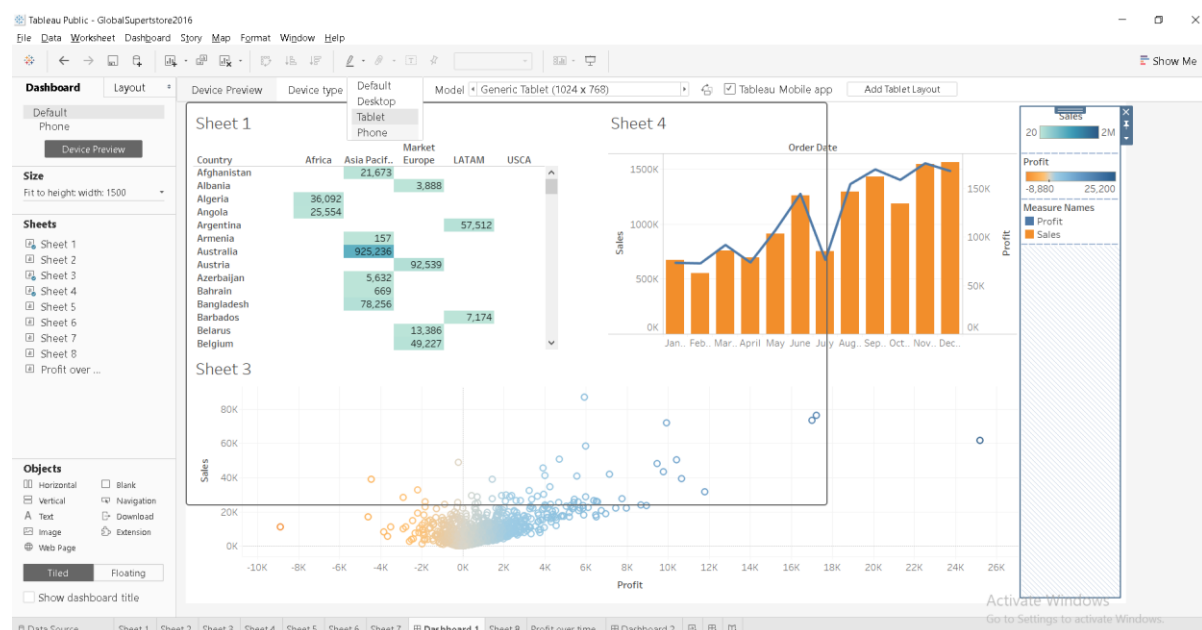
How can we manually add separate device layout in Tableau? –

- a) Open a dashboard -> On the Dashboard tab on the left, click Device Preview -> Take a moment to click through the Device types and Models and explore the different screen sizes -> Also there is a button to turn the dashboard into landscape or portrait mode
- b) Open a dashboard -> On the Analytics tab on the left, click Device Preview -> Take a moment to click through the Device types and Models and explore the different screen sizes -> Also there is a button to turn the dashboard into landscape or portrait mode
- c) Open a Worksheet -> On the Dashboard tab on the left, click Device Preview -> Take a moment to click through the Device types and Models and explore the different screen sizes -> Also there is a button to turn the dashboard into landscape or portrait mode
- d) Open a dashboard -> On the Dashboard click on Format tab and select Device Preview -> Take a moment to click through the Device types and Models and explore the different screen sizes -> Also there is a button to turn the dashboard into landscape or portrait mode

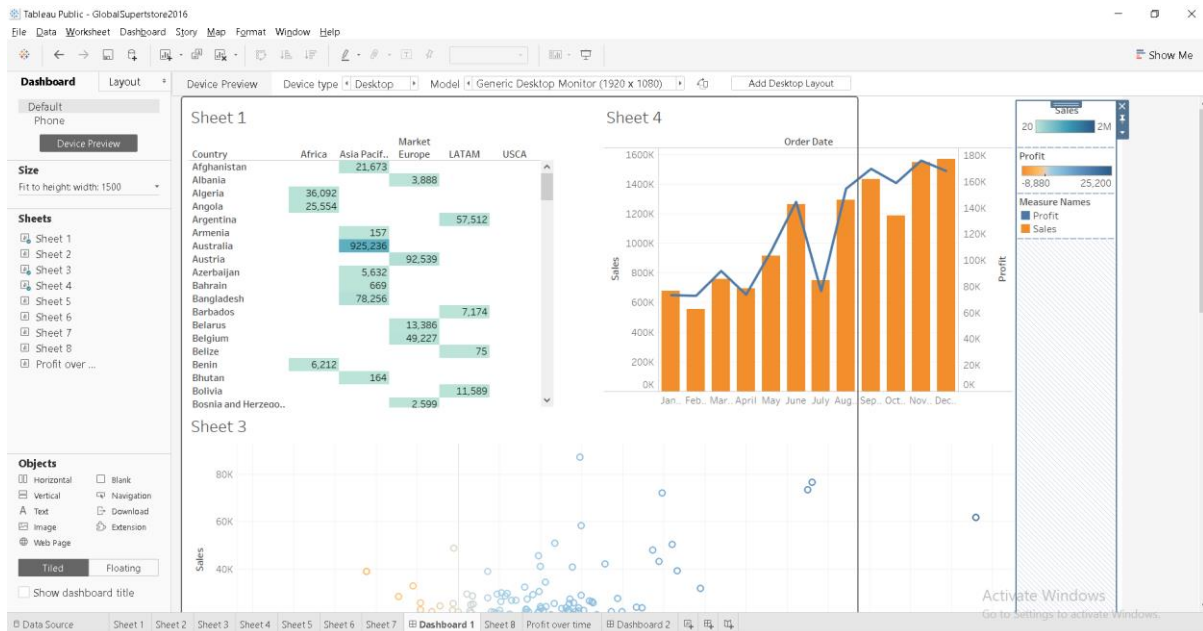
Correct answer: a.

Explanation: To manually add separate device layouts we need to open a dashboard. On the Dashboard tab on the left, click Device Preview. Then take a moment to click through the Device types and Models and explore the different screen sizes. Also there is a button to turn the dashboard into landscape or portrait mode

Step 1: Open a dashboard -> On the Dashboard tab on the left, click Device Preview -> Take a moment to click through the Device types and Models and explore the different screen sizes



Step 2: For the desired device layout select the portrait or landscape mode



Question 10 [3.2.5 Create a story and a story point]

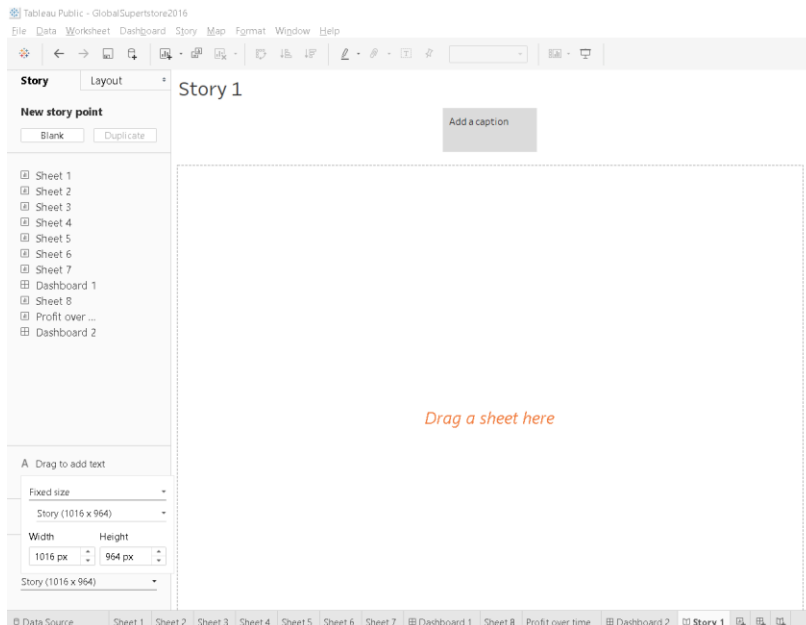
How can we create a story in Tableau? –

- Go to Analysis -> Click on New Story -> Select Ok
- Go to File -> Click on New Story -> Select Ok
- Click the New Story tab -> In the lower-left corner of the screen, choose a size for the story -> Double click on any sheet or dashboard to put inside the story -> By default the story name gets its title from the -> Click Add a caption to summarize the story point.
- Go to Data -> Click on New Story -> Select Ok

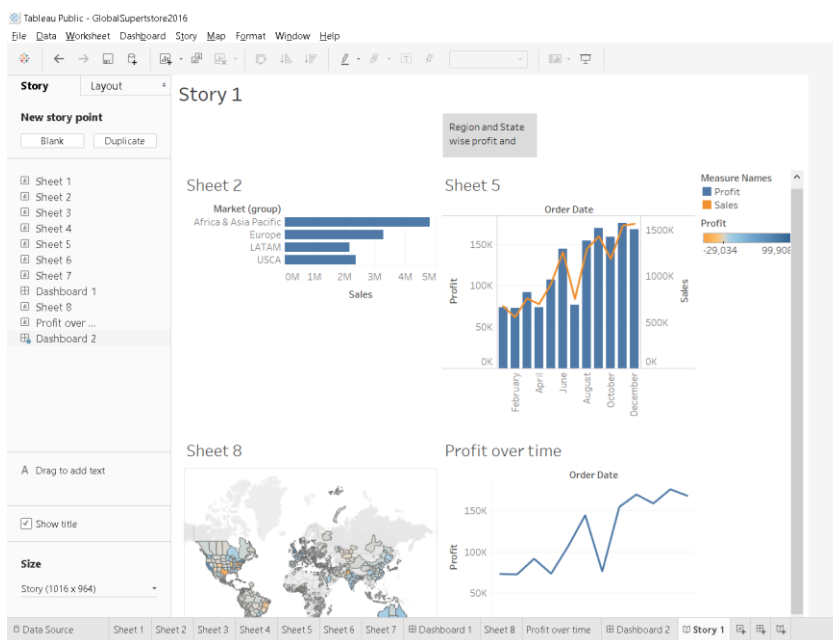
Correct answer: c.

Explanation: To create a story in Tableau we need to follow the below steps -

Step 1: Click the New Story tab -> In the lower-left corner of the screen, choose a size for the story



Step 2: Double click on any sheet or dashboard to put inside the story -> By default the story name gets its title from the -> Click Add a caption to summarize the story point.



Question 11 [3.3.1 Share a workbook (e.g. twbx as a PDF or an image, publish to Tableau Server)]

How can we publish a workbook for Tableau? –

a) Open the desired workbook for publish. Go to File. Click on Save to Tableau Public As. Sign in to the server. Name the workbook for publish. Ok

b) Open the desired workbook for publish. Go to Data. Click on Save to Tableau Public As. Name the workbook for publish. Ok

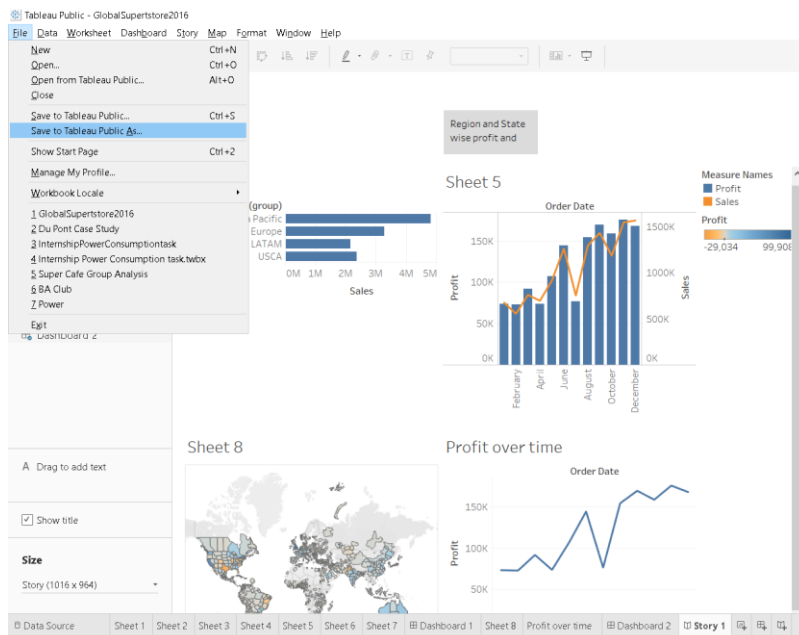
c) Open the desired workbook for publish. Go to Analytics. Click on Save to Tableau Public As. Name the workbook for publish. Ok

d) Open the desired workbook for publish. Go to Format. Click on Save to Tableau Public As. Name the workbook for publish. Ok

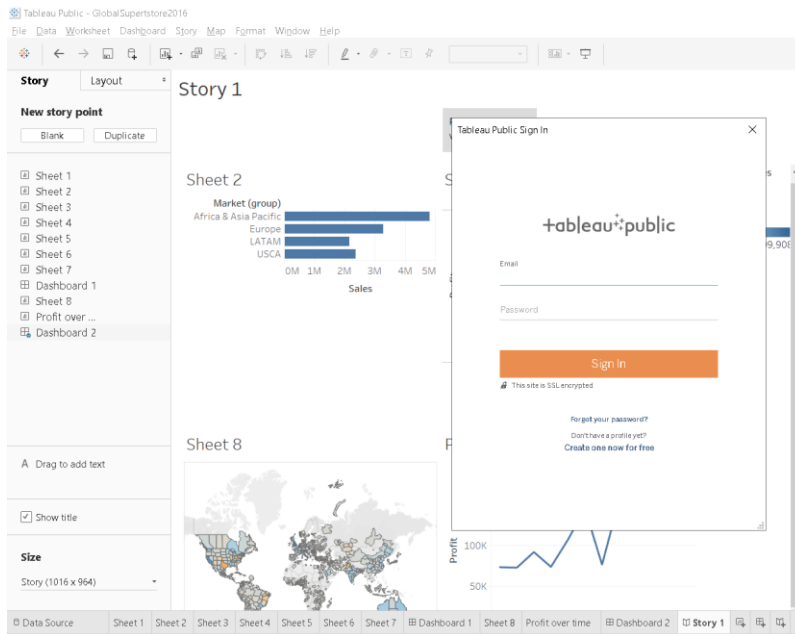
Correct answer: a.

Explanation: To publish a workbook of Tableau to the server we need to follow the below steps –

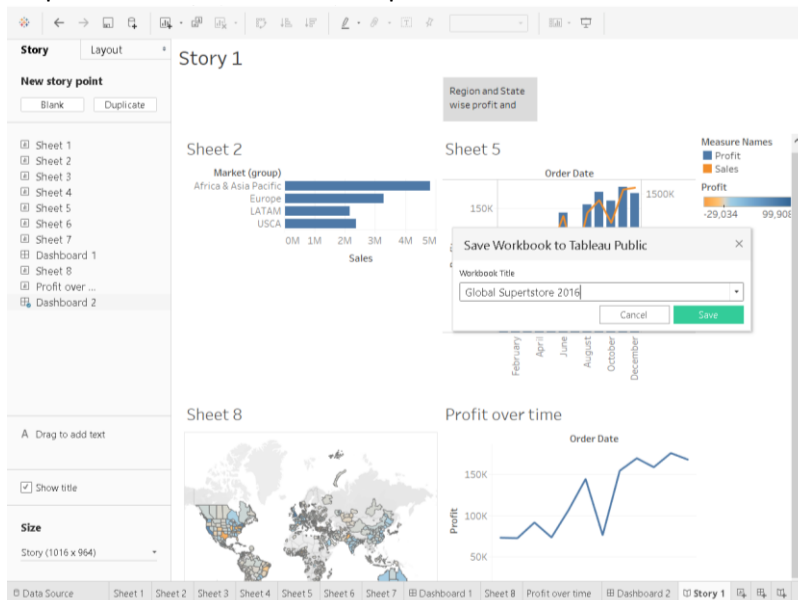
Step 1: Open the desired workbook for publish -> Go to File



Step 2: Click on Save to Tableau Public As -> Sign in to the server



Step 3: Name the workbook for publish -> Ok



Question 12 [3.3.3 Export to Microsoft PowerPoint]

How can we export a view as an image file in Tableau? –

- Select Data > Export> Image -> Click Save -> In the Save Image dialog box, specify a file location, name, and format. Then click Save
- Select Worksheet > Export> Image -> In the Export Image dialog box, select the elements we want to include in the image. If the view contains a legend, under Image Options, select the legend layout -> Click Save -> In the Save Image dialog box, specify a file location, name, and format. Then click Save

c) Select Format > Export> Image -> Click Save -> In the Save Image dialog box, specify a file location, name, and format. Then click Save

d) Select Worksheet -> Click Save as -> In the Save Image dialog box, specify a file location, name, and format. Then click Save

Correct answer: b.

Explanation: To export a view as an image file in Tableau we need to follow the below steps –

Select Worksheet then select Export and then select Image. In the Export Image dialog box, select the elements we want to include in the image. If the view contains a legend, under Image Options, select the legend layout. Then click Save and in the Save Image dialog box, specify a file location, name, and format. Then click Save.