



Making an Interactive Dashboard in 45 minutes

Speaker: Yvaine Tan
Materials prepared by: Richie Yu

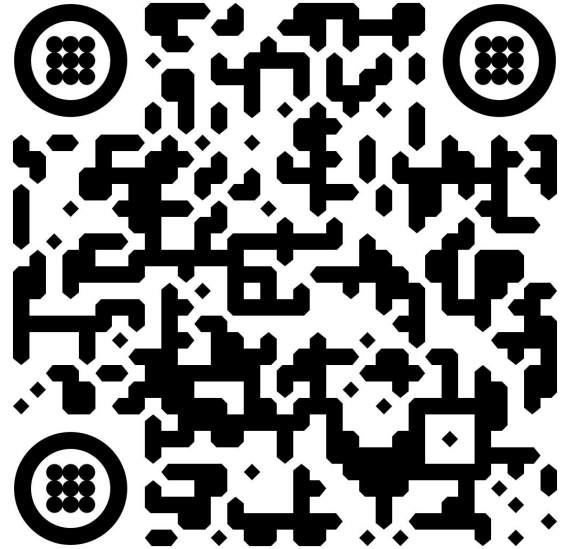
Before We continue:

**Please make sure you have a
Google account**

Ice Breaking:

Scan this QR code to chat with **Just for FUN ChatBot** and answer the questionnaire.

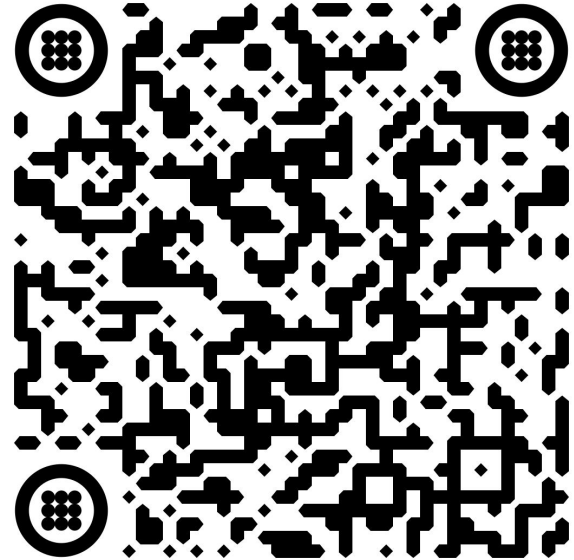
- ★ No P n C data is collected.
Just For Fun.



Results:

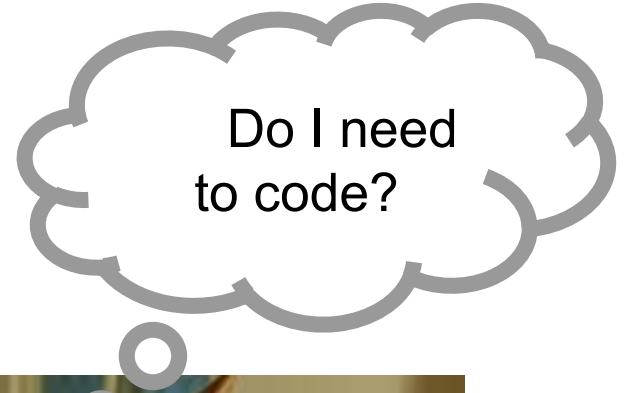
Let us see some
interesting findings 🤩

Click me: [Dashboard](#)



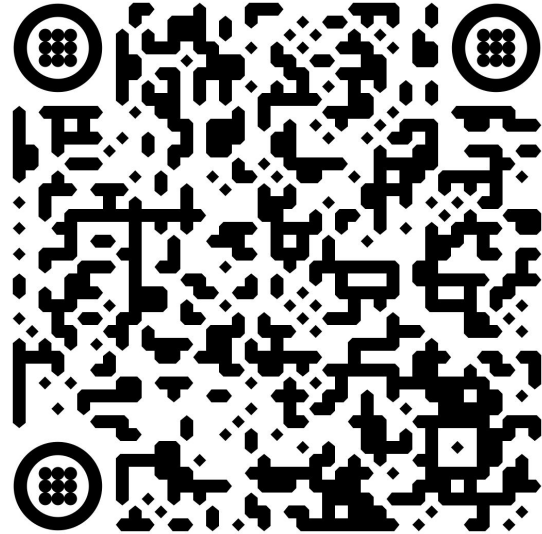
What will be covered?

- Google Form Response
- Data Studio
- Dashboard Design



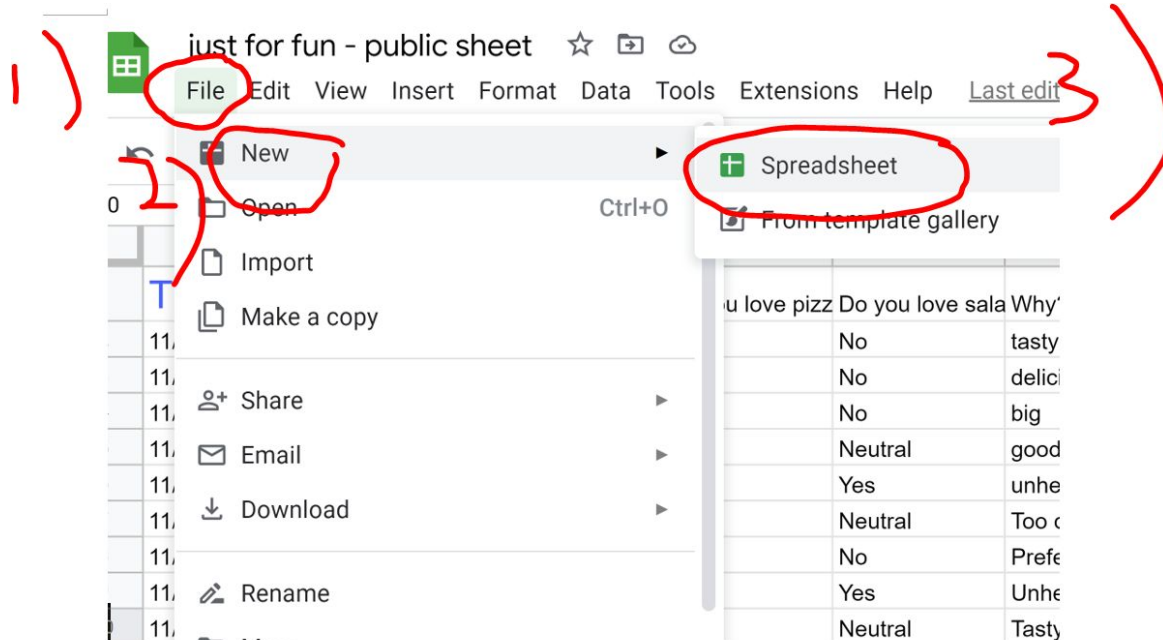
A: Google Form Response

Open this
[ORIGINAL google sheet](#)



Create a new spreadsheet

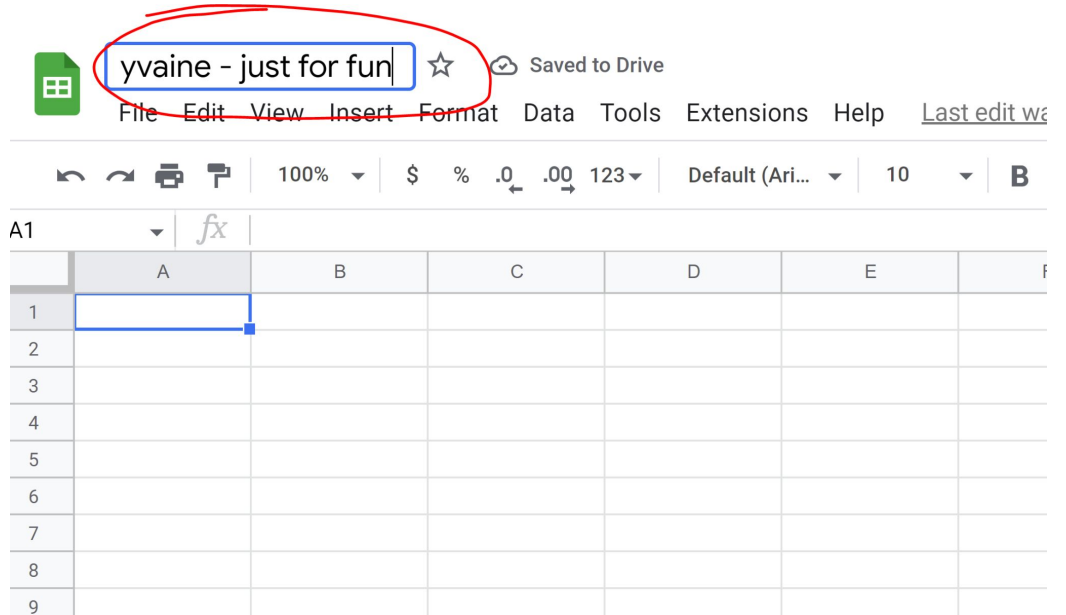
File >> New >> Spreadsheet



Rename

Rename it as:

<your name> - just for fun



The screenshot shows the Google Sheets interface. At the top, the spreadsheet title is "yvaine - just for fun", which is circled in red. To the right of the title is a star icon and the text "Saved to Drive". Below the title is a menu bar with options: File, Edit, View, Insert, Format, Data, Tools, Extensions, and Help. To the right of the menu bar is a link that says "Last edit w...". Below the menu bar is a toolbar with icons for undo, redo, print, and insert, followed by a zoom level of 100%, a currency symbol (\$), a percentage symbol (%), a decimal format (.0), a thousandths format (.00), a number format (123), a font face dropdown (Default (Ari...)), a font size dropdown (10), and a bold button (B). Below the toolbar is a formula bar with a dropdown arrow and the text "fx". Below the formula bar is a grid of cells. The first row is labeled A, B, C, D, E, and F. The first column is labeled 1, 2, 3, 4, 5, 6, 7, 8, and 9. The cell at the intersection of row 1 and column A is selected, indicated by a blue border and a small blue square at the bottom right corner.

Copy Data

Go back to the ORIGINAL google sheet

- Drag from Columns A to E
- Right Click
- Click "Copy"

① select A to E

② right click

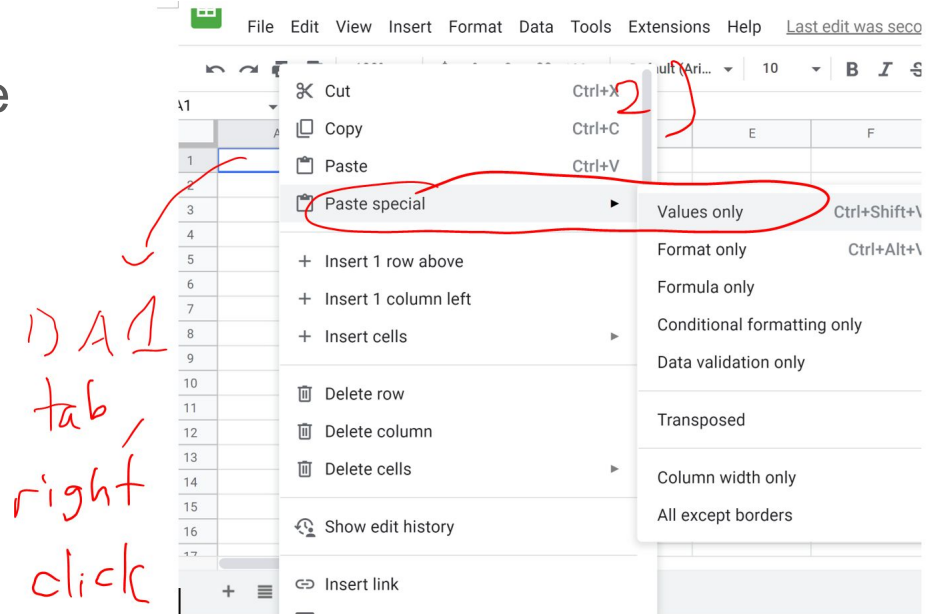
③ click "Copy"

| | A | B | C | D | E |
|----|-----------------|-------|--------|------------------|-----------|
| 1 | Timestamp | Age | Gender | Do you love pizz | Do you lo |
| 2 | 11/22/2022 12:3 | 18-19 | Male | Yes | No |
| 3 | 11/22/2022 12:3 | 22-23 | Female | Yes | No |
| 4 | 11/22/2022 12:3 | > 25 | Male | Yes | No |
| 5 | 11/22/2022 12:5 | 22-23 | Male | No | Neutral |
| 6 | 11/22/2022 13:1 | > 25 | Female | No | Yes |
| 7 | 11/22/2022 13:1 | 20-21 | Female | No | Neutral |
| 8 | 11/22/2022 13:2 | > 25 | Male | No | No |
| 9 | 11/22/2022 13:2 | > 25 | Male | No | Yes |
| 10 | 11/22/2022 16:2 | 20-21 | Male | Yes | Neutral |

Paste Data

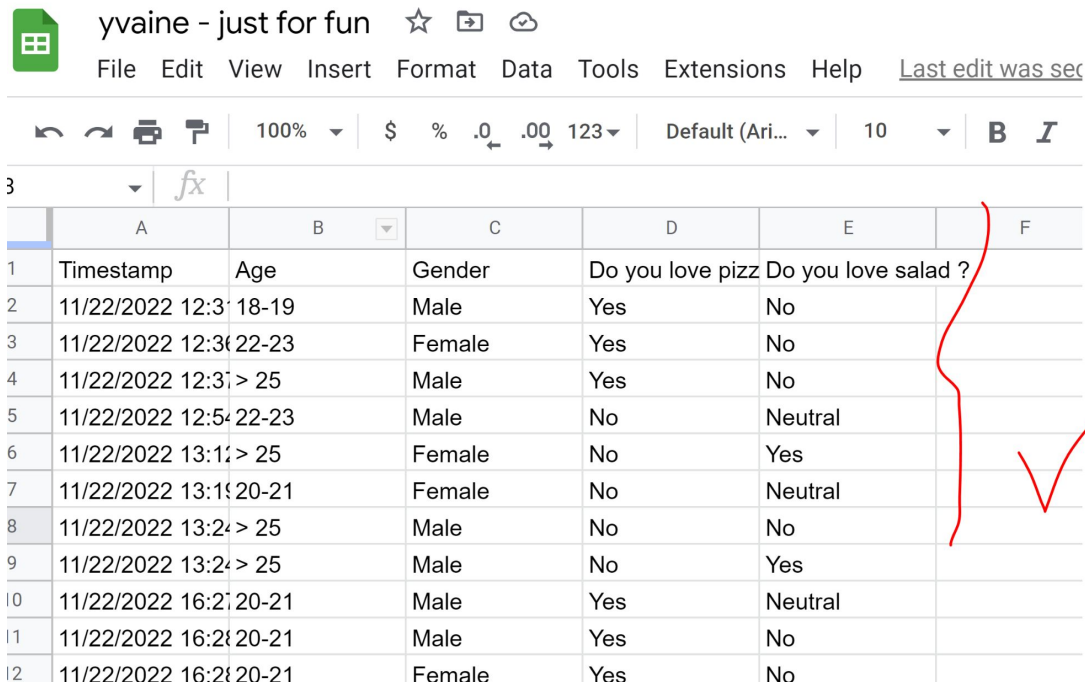
Go back to **your new google sheet**

On A1 cell, right click, choose
Paste special >> Values only



Validate the Data

Make sure that it display something like this



yvaine - just for fun ☆ 📁 ☁

File Edit View Insert Format Data Tools Extensions Help [Last edit was sec](#)

100% \$ % .0 .00 123 ▾ Default (Ari... ▾ 10 ▾ **B** *I*

| | A | B | C | D | E | F |
|----|-----------------|-------|--------|------------------|---------------------|---|
| 1 | Timestamp | Age | Gender | Do you love pizz | Do you love salad ? | |
| 2 | 11/22/2022 12:3 | 18-19 | Male | Yes | No | |
| 3 | 11/22/2022 12:3 | 22-23 | Female | Yes | No | |
| 4 | 11/22/2022 12:3 | > 25 | Male | Yes | No | |
| 5 | 11/22/2022 12:5 | 22-23 | Male | No | Neutral | |
| 6 | 11/22/2022 13:1 | > 25 | Female | No | Yes | |
| 7 | 11/22/2022 13:1 | 20-21 | Female | No | Neutral | |
| 8 | 11/22/2022 13:2 | > 25 | Male | No | No | |
| 9 | 11/22/2022 13:2 | > 25 | Male | No | Yes | |
| 10 | 11/22/2022 16:2 | 20-21 | Male | Yes | Neutral | |
| 11 | 11/22/2022 16:2 | 20-21 | Male | Yes | No | |
| 12 | 11/22/2022 16:2 | 20-21 | Female | Yes | No | |

B: Google Data Studio (Looker Studio)

Go to **Google Data Studio**: <https://datastudio.google.com/>

The screenshot shows the Google Data Studio (Looker Studio) interface. At the top, there's a header with the "Looker Studio" logo and a search bar labeled "Search Looker Studio". Below the header, there's a navigation bar with a "Create" button (plus icon) and tabs for "Recent", "Reports", "Data sources", and "Explorer". The "Recent" tab is active. On the left sidebar, there's a "Recent" section with a clock icon, and a list of filters: "Shared with me", "Owned by me", "Trash", and "Templates". The main content area is titled "Start with a Template" and displays three template cards: "Blank Report", "Tutorial Report", and "Acme Marketing". The "Acme Marketing" card shows a preview of a report with various charts and tables, including a table with user statistics.

Looker Studio

Search Looker Studio

Create

Recent Reports Data sources Explorer

Recent

Shared with me

Owned by me

Trash

Templates

Start with a Template

Blank Report
Looker Studio

Tutorial Report
Looker Studio

Acme Marketing
Google Analytics

Learn how to view, edit and create a Looker Studio report

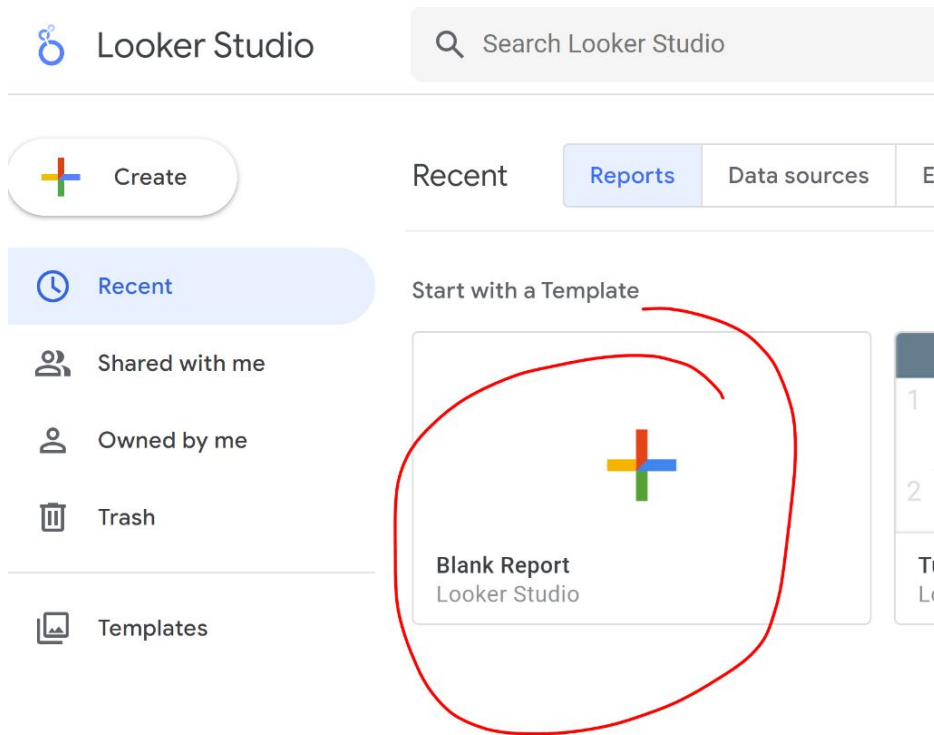
1. Interact with charts and tables
2. Set the date and filter your data

Users: 53,206
Sessions: 66,104
Pageviews: 327,396
Bounce Rate: 47.29%

How are site sessions trending?
What are the top countries by sessions?

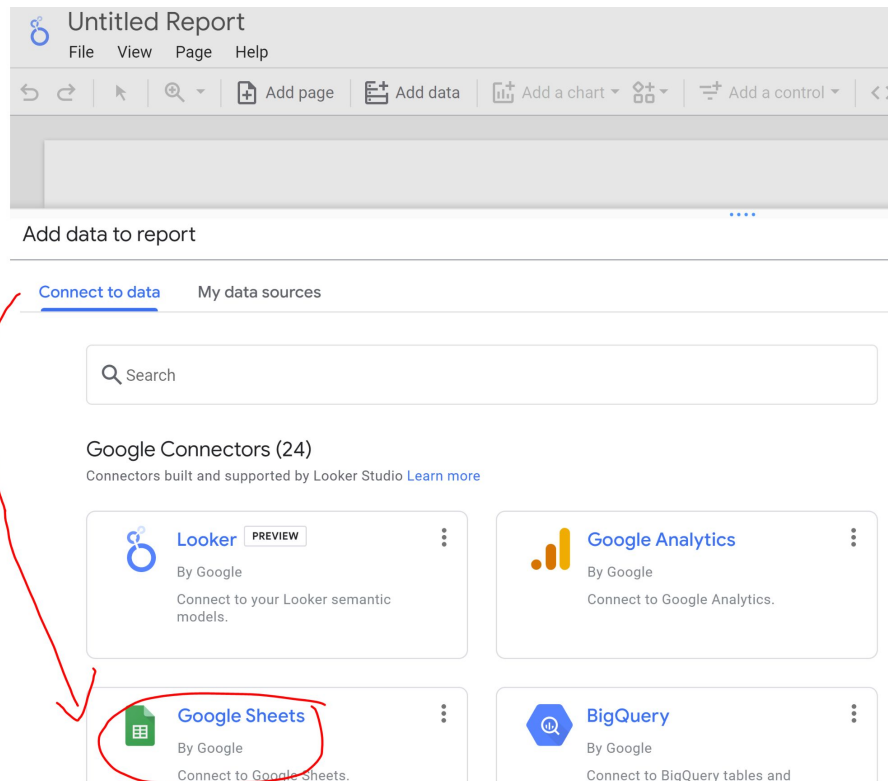
Create a Blank Report

- Click “Blank Report”



Add Data to Report

- Connect to Google Sheets



Add Data to Report - 2

- Add your spreadsheet

The screenshot shows the Google Sheets connector interface. At the top, there is a header section with the Google Sheets logo, the text "Google Sheets", "By Google", and a description: "The Google Sheets connector allows you to access data stored in a Google Sheets worksheet." Below this are two links: "LEARN MORE" and "REPORT AN ISSUE".

The main content area is divided into two tabs: "Spreadsheet" and "Worksheet". The "Spreadsheet" tab is active, showing a list of spreadsheets. The first item, "yvaine - just for fun", is circled in red. A red line connects this item to the "Worksheet" tab, which is also circled in red. The "Worksheet" tab shows a list of worksheets, with "Sheet1" circled in red.

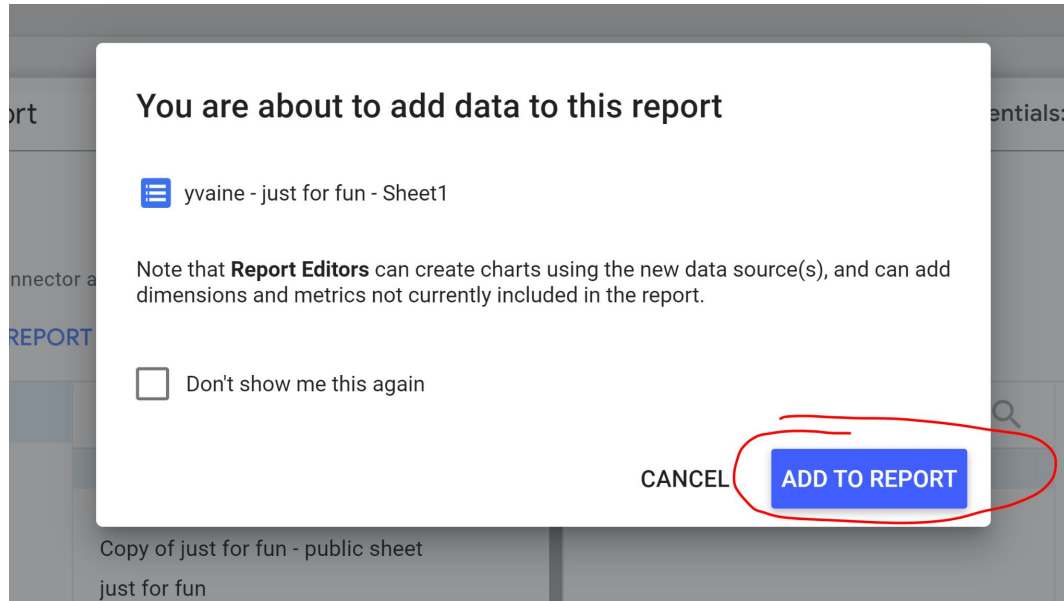
On the right side, there is an "Options" section with two checked checkboxes: "Use first row as headers" and "Include hidden and filtered rows". Below these are two lines of text: "Column headers must be unique" and "Columns with empty headers".

At the bottom right, there are two buttons: "Cancel" and "Add". The "Add" button is circled in red. To the right of the "Add" button, there is a large red circle containing the number "2".

Handwritten red annotations include a circle around the number "1" above the "Spreadsheet" tab, a circle around the "yvaine - just for fun" spreadsheet item, a circle around the "Worksheet" tab, a circle around the "Sheet1" worksheet item, a circle around the "Add" button, and a large circle around the number "2" to the right of the "Add" button.

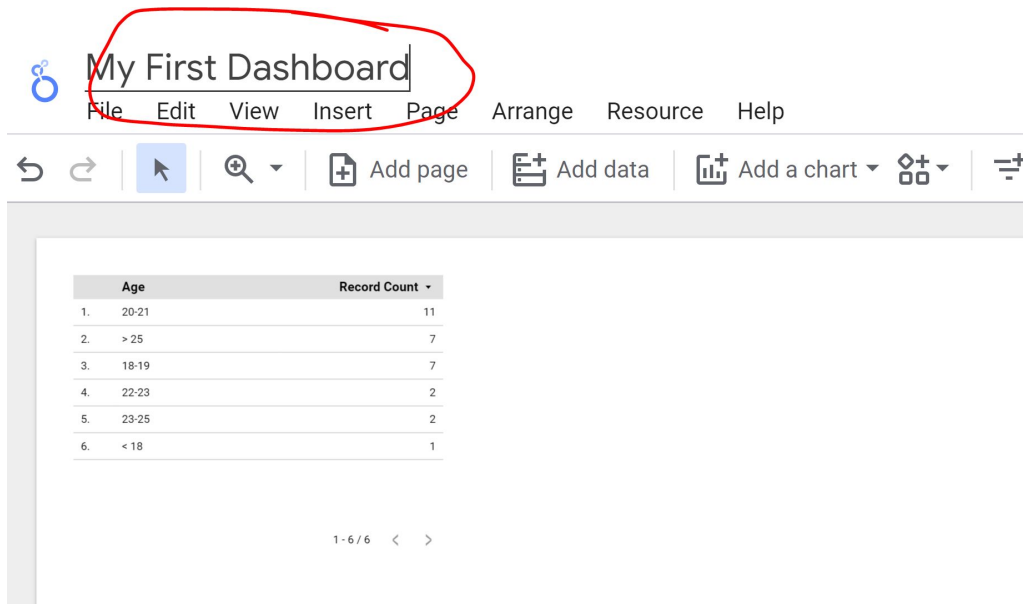
Add Data to Report - 3

- Click “ADD TO REPORT”



Change Project Name

- (On the top left) Click to change name



The screenshot shows a dashboard interface. At the top left, the title 'My First Dashboard' is displayed next to a small blue icon. This title is highlighted with a red circle. Below the title is a menu bar with the following items: File, Edit, View, Insert, Page, Arrange, Resource, and Help. Below the menu bar is a toolbar with several icons: a left arrow, a right arrow, a mouse cursor, a magnifying glass, a plus sign, a document icon, a plus sign, a bar chart icon, a plus sign, a grid icon, and a minus sign. Below the toolbar is a table with the following data:

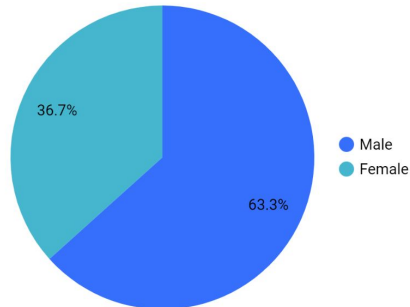
| | Age | Record Count ▾ |
|----|-------|----------------|
| 1. | 20-21 | 11 |
| 2. | > 25 | 7 |
| 3. | 18-19 | 7 |
| 4. | 22-23 | 2 |
| 5. | 23-25 | 2 |
| 6. | < 18 | 1 |

At the bottom of the dashboard, there is a pagination control showing '1 - 6 / 6' and navigation arrows.

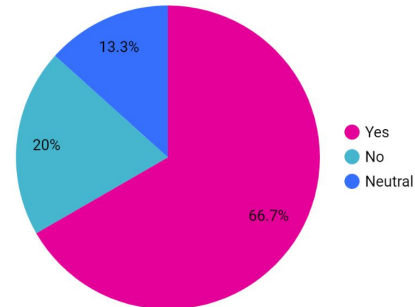
C: Dashboard Design

| ✓ Gender | Record Count |
|------------------|--------------|
| 🔍 Type to search | |
| ✓ Male | 19 |
| ✓ Female | 11 |

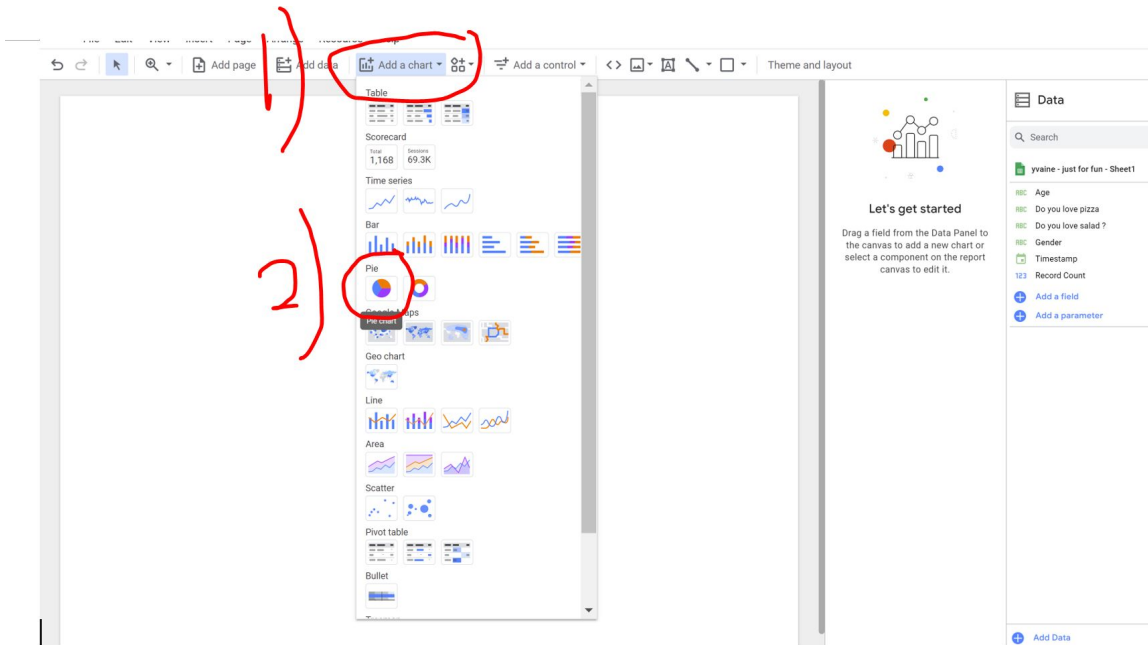
Gender



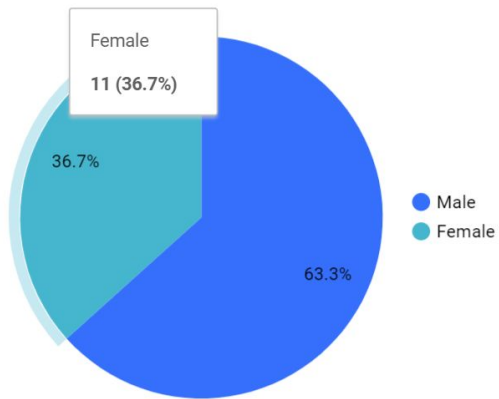
Do you love Pizza?



Add a Pie Chart (Gender)



Make Gender as Dimension



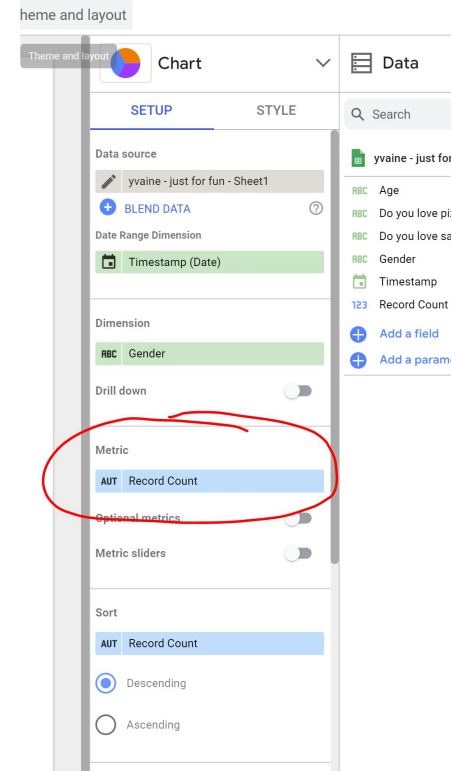
- Drag the Pie Chart to the Left

Theme and layout

The screenshot displays the Tableau 'Theme and layout' configuration window. The 'Chart' tab is active, showing the 'SETUP' section. Under 'Data source', 'yvaine - just for fun - Sheet1' is selected. The 'Date Range Dimension' section shows 'Timestamp (Date)' selected. The 'Dimension' section has 'Gender' selected, highlighted with a red circle. The 'Drill down' toggle is turned off. The 'Metric' section has 'Record Count' selected. The 'Optional metrics' and 'Metric sliders' toggles are turned off. The 'Sort' section has 'Record Count' selected. The 'Data' panel on the right shows a list of fields: 'Age', 'Do you love pizza', 'Do you love salad?', 'Gender', 'Timestamp', and 'Record Count'. The 'Add a field' and 'Add a parameter' buttons are visible at the bottom of the list.

Use "Record Count" as Metric

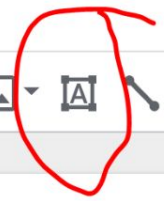
- At the right pane, drag "Record Count" to the **Metric** section



Add Gender Text Box

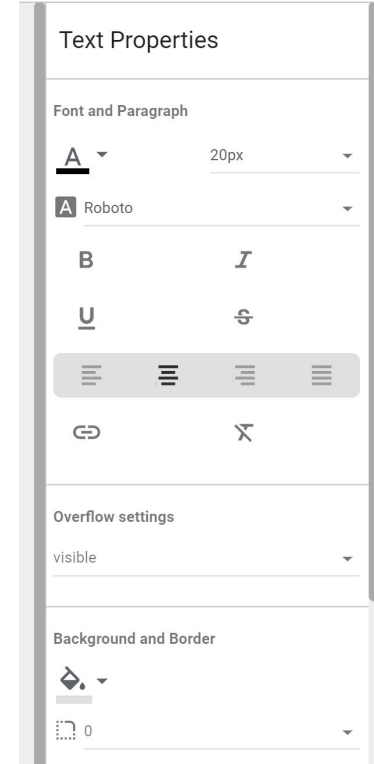
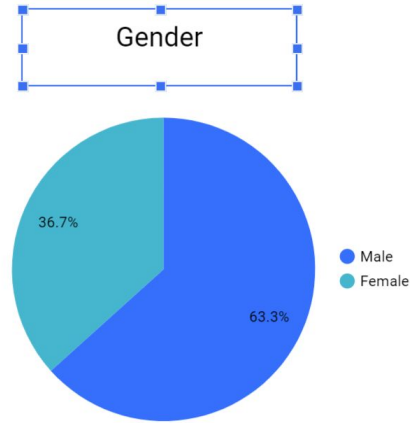
 My First Dashboard

File Edit View Insert Page Arrange Resource Help

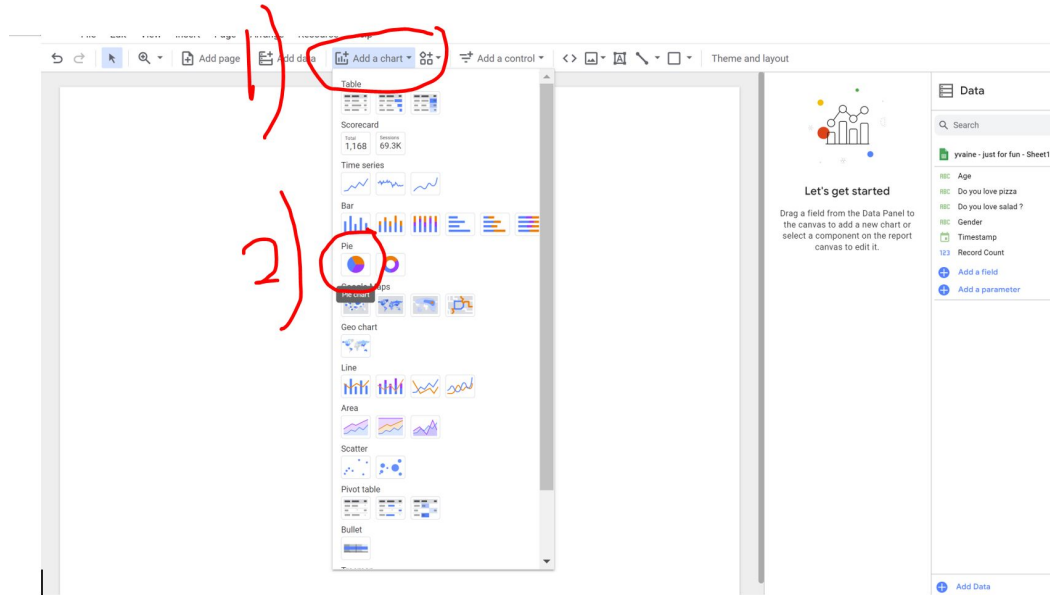


Add Gender Text Box - 2

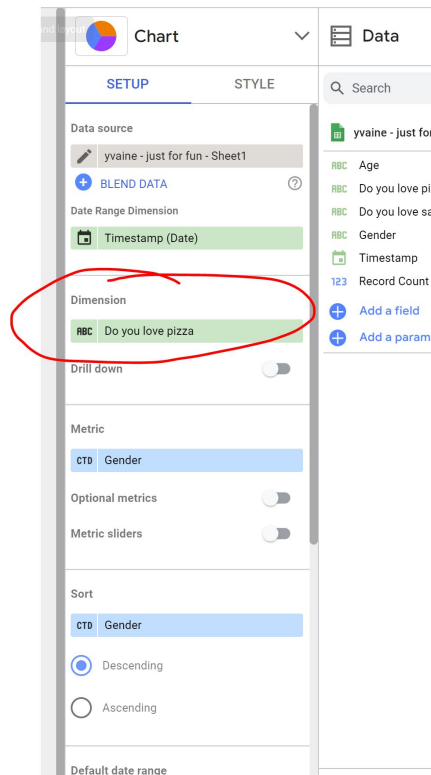
- Drag to the top of Pie Chart
- Edit the Text Properties when necessary



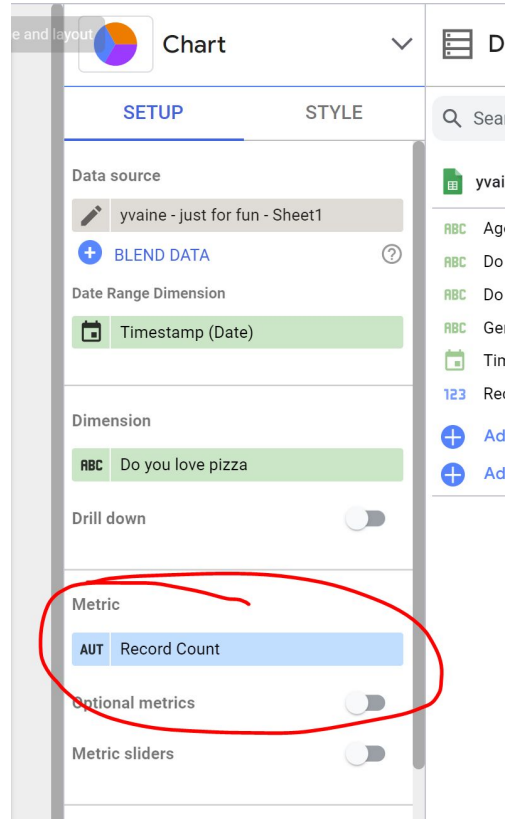
Add another Pie Chart (Do you love pizza?)



Make “Do you love pizza?” as Dimension

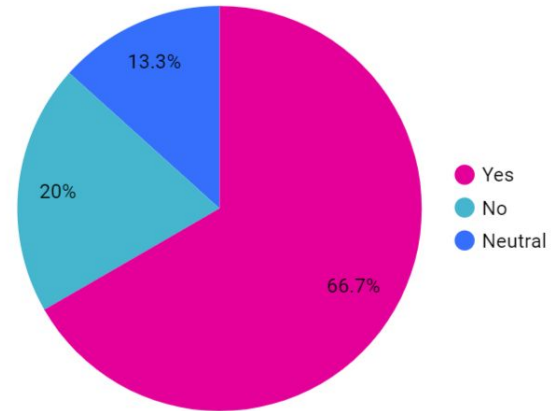
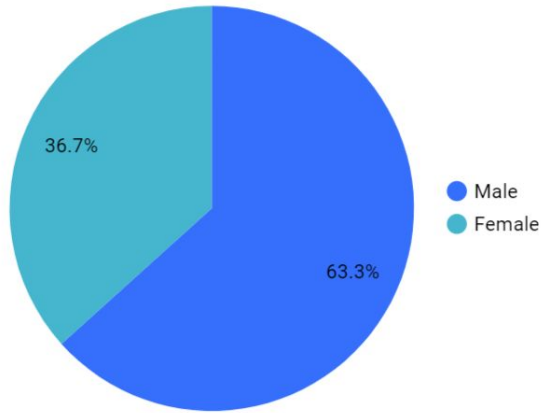


Use "Record Count" as Metric

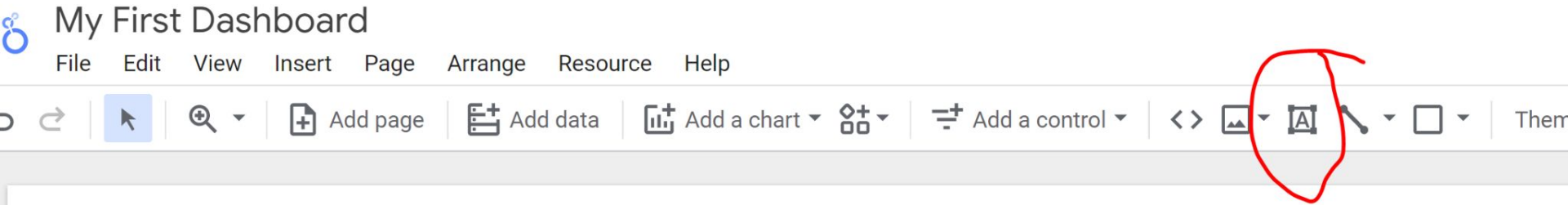


As of now...

Gender

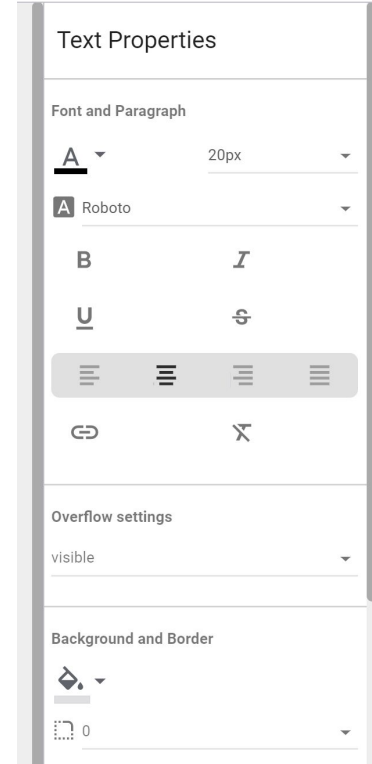
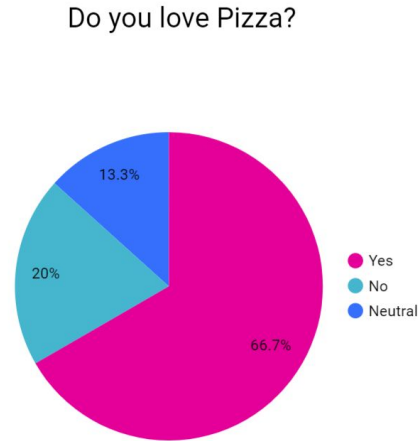


Add “Do you love pizza” Text Box



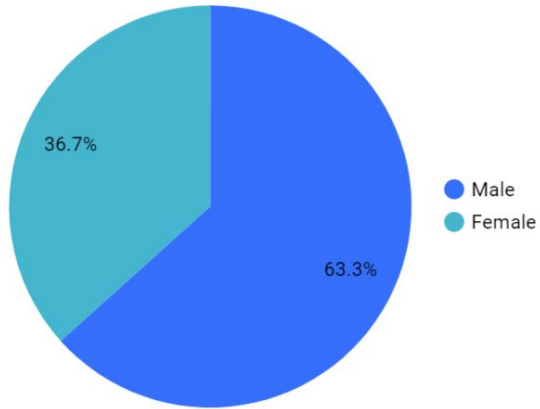
Add “Do you love pizza” Text Box - 2

- Drag to the top of Second Pie Chart
- Edit the Text Properties when necessary

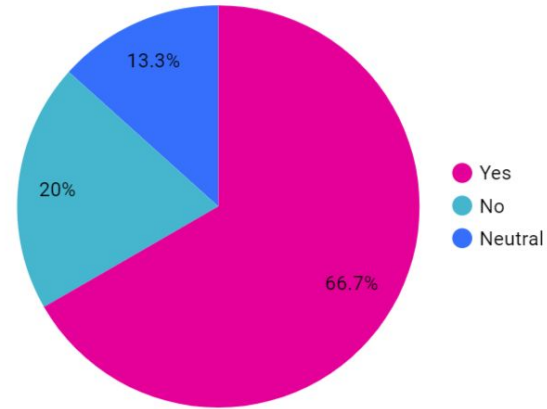


As of now...

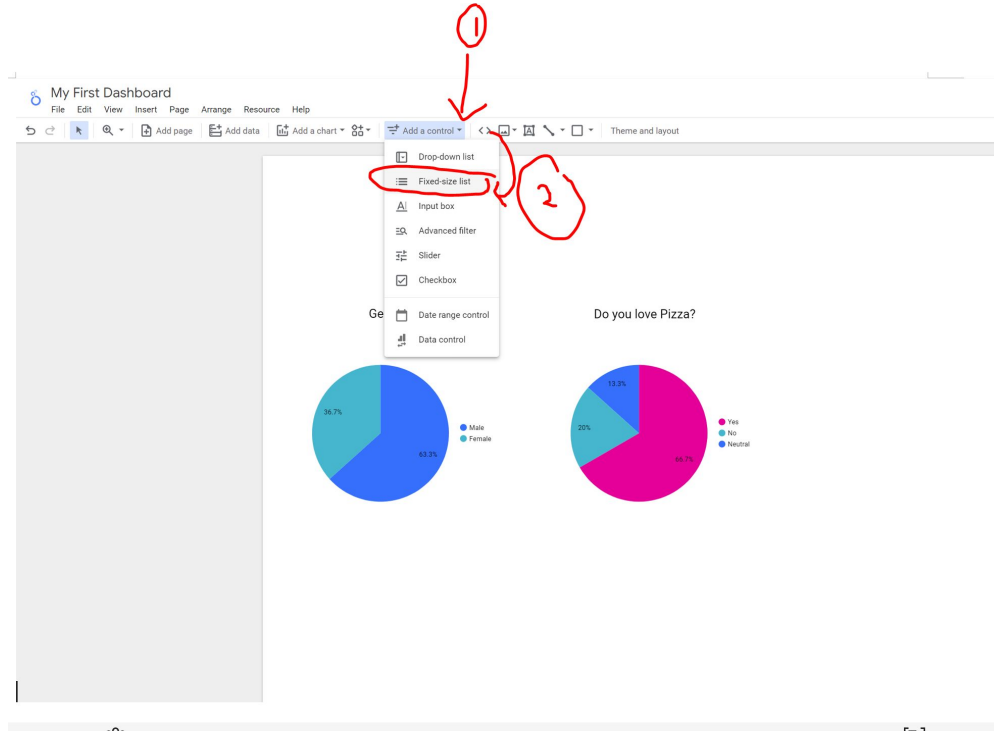
Gender



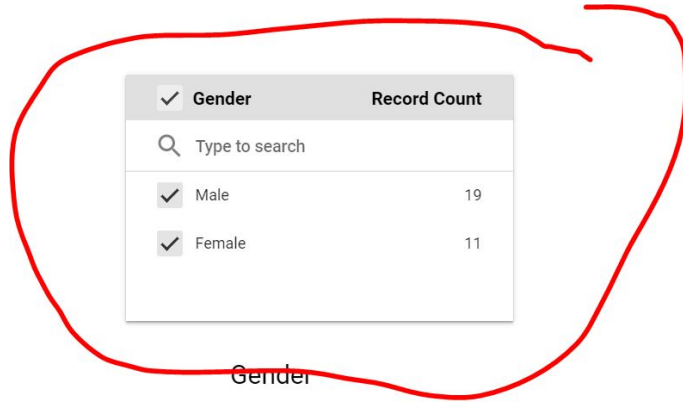
Do you love Pizza?



Add a fixed size list control



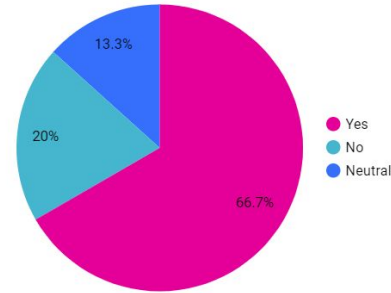
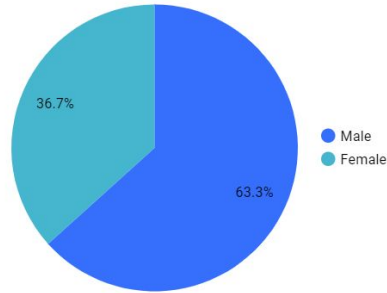
Shift the Control box to top left



| ✓ Gender | Record Count |
|------------------|--------------|
| 🔍 Type to search | |
| ✓ Male | 19 |
| ✓ Female | 11 |

Gender

Do you love Pizza?



Edit the Properties of this Control

- Control field: Gender
- Metric: Record Count

The screenshot displays a configuration panel for a dashboard control. The panel is divided into two main sections: 'Control' and 'Metric'. The 'Control' section is currently selected and highlighted with a red circle labeled '1'. It contains a 'Date Range Dimension' section with a 'Timestamp (Date)' field. Below this is the 'Control field' section, which has a dropdown menu set to 'Gender', also highlighted with a red circle labeled '2'. The 'Metric' section is visible below the control field and contains a dropdown menu set to 'Record Count'. To the right of the configuration panel is a sidebar with a search bar and a list of available fields including 'Age', 'Do yc', 'Gend', 'Time', and 'Reco'. The 'Reco' field is highlighted in blue.

Control

SETUP STYLE

Date Range Dimension

Timestamp (Date)

Control field

Gender

Default selection

value1, value2, value3

Metric

AUT Record Count

Show values

Compact numbers

Decimal precision

auto

Order

Search

yvaine

Age

Do yc

Do yc

Gend

Time

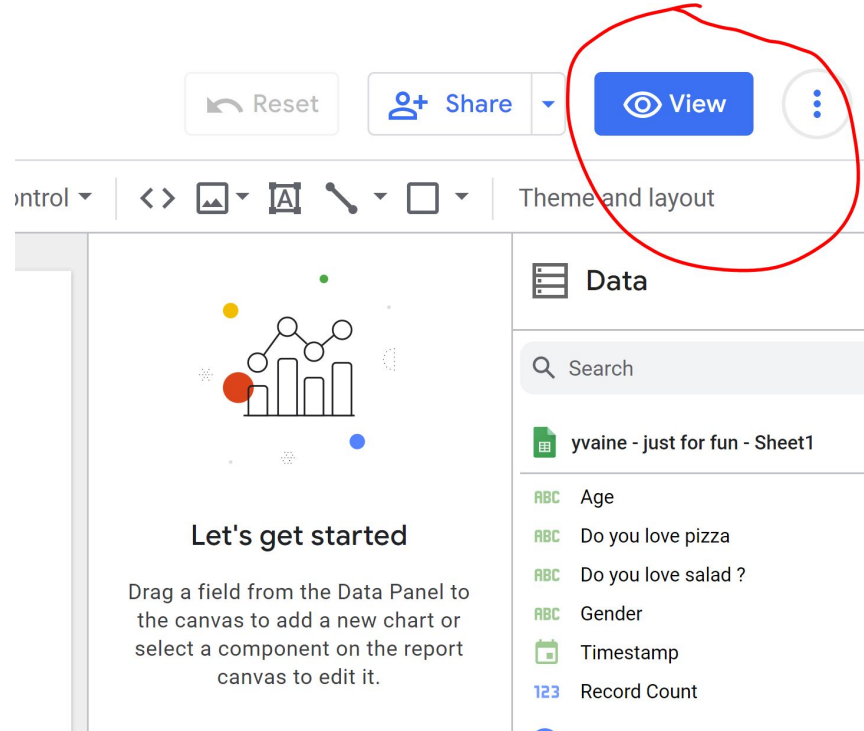
Reco

Add

Add

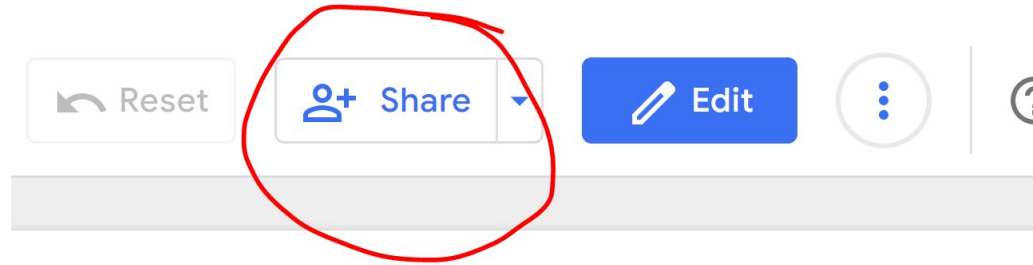
View the Dashboard

- Try to click “here and there”
- Any interesting findings?



Share Your Dashboard

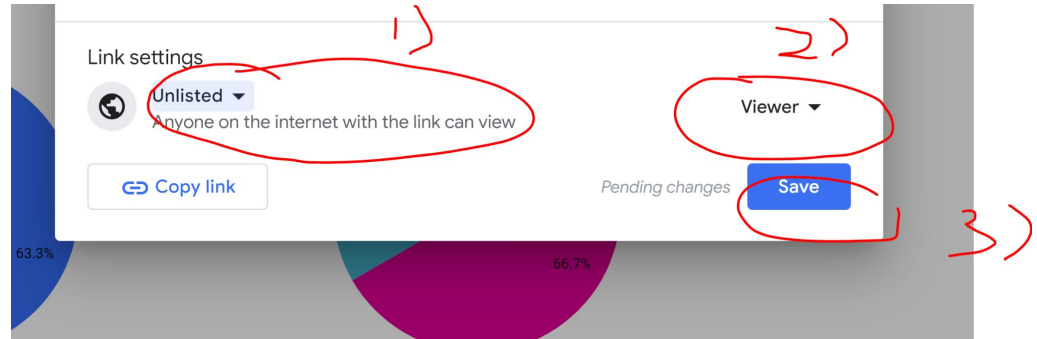
- Click “Share”



Share Your Dashboard - 2

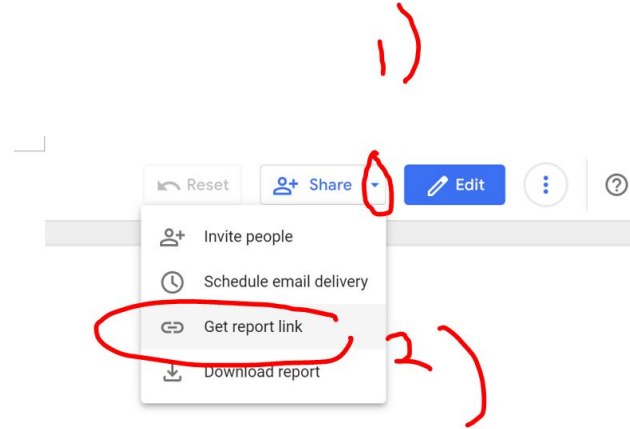
- Edit the Link settings

- Unlisted
- Viewer
- Save



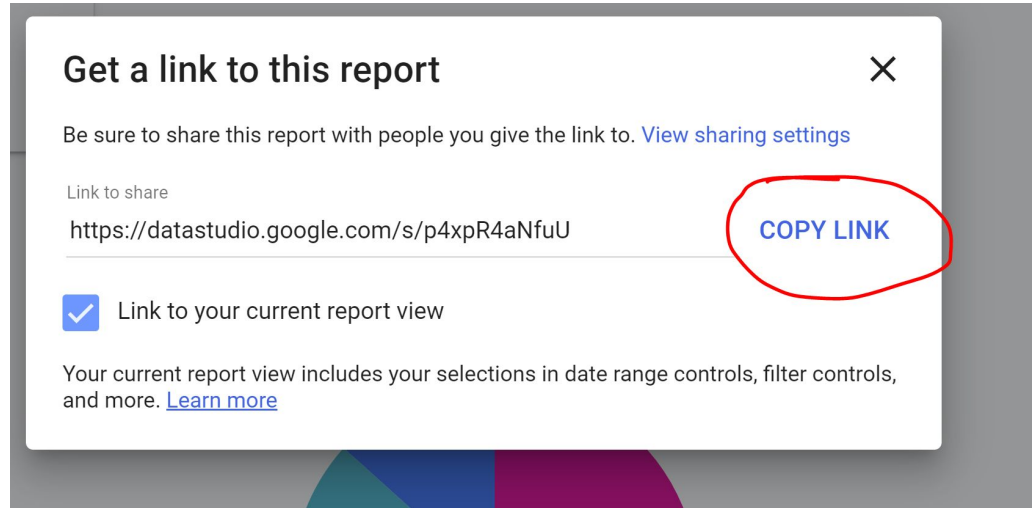
Share Your Dashboard - 3

- Click the drop-down menu before the “Share” button
- Click “Get report link”



Share Your Dashboard - 4

- Copy the Link
- **Share the link** to your friends/family & connections, and, of course, at here too.



Challenge

- Add Another Pie Chart for the “Do you love salad” option
- Add a bar chart for the Age Group

