Tableau Desktop Basics

OVERVIEW

- **Introduction to Tableau Desktop**– this course provides both novice and experienced users a concise overview of Tableau Desktop's functionality and thought process. Once completed, trainees should be able to create basic reports, understand the underlying logic of Tableau Desktop, and have a strong foundation to build proficiency on their own or in further advanced trainings. Tableau thrives with evangelists, this course acts as a catalyst to spark curiousity in its trainees. Training is for a maximum of 5 people, 2 hour sessions over 2 ½ weeks or approximately 10 hours. Time will be set aside for questions and answers. Complex topics that require research or detailed discussion will be deferred to the next session.

- **One on one training/consulting on specific issues** – after we have covered the basics, we are available to customize training or consult to achieve your strategic goals.

- **COURSE OVERVIEW**

    o **Introduction to Tableau Desktop**
        - This course teaches a basic understanding of Tableau Desktop as the premier business intelligence tool for the end user.

        - We'll show you how to effectively and efficiently connect to, query, and visualize your data all in the same program. While we will cover the basics, there will also be clear examples of how these concepts build to culminate in some of the best visualization and reporting on the market, faster than any other program on the market. By completion, trainees will have a clear grasp on the tool's immense value.

        - **Introduction**
            - What Is Tableau?
            - How Can Tableau help me see and understand my data?

        - **Connecting to Data - Live, Flat Files, and Custom SQL**
            - Database Types
            - Custom SQL Passthroughs
            - Sharing a Data Source
            - Other Connection Options

        - **Getting To Know Your Data - VizQL and Data Field Types**
            - Concepts of VizQL
            - Understanding of Measures, Dimensions
            - Understanding of Discrete vs Continous Data
            - Build a basic Worksheet

        - **Organizing Your Data - Filters, Sets, Groups, and Calculated Fields**
            - Create Filters through Drag and Drop and Calculated Fields

- Create Sets and Groups
- Create and Understand Calculated Fields
- Add filters, groups, sets, and/or Calculated Fields to a Worksheet

- **Building a Story - Dashboard Design and Actions**
  - Basic Dashboard Creation
  - Visual Composition Concepts
  - Understanding Your Audience
  - Basic Actions for Added Interactivity

- **Sharing Your Data**
  - Export and Share Data Connections, Dashboards, Etc.
  - File Types Review with Practical Use Cases

- **Summary & Review of Key Concepts**
  - Putting It All Together
  - Open Questions
  - Dashboard Build Off

PRICING/PAYMENT TERMS

Introduction to Tableau Desktop – $1,500 payable after the first session, assuming you want to proceed, and otherwise there is no cost for the first session.

Training, Consulting, Custom Report and Application Development – prepaid blocks of time or hourly at $200 per hour.

10 hours = $2,000
20 hours = $3,800 represents a 5 % discount
40 hours = $7,200 represents a 10% discount