

# Introduction to Tableau

GoSkills online course syllabus

Thursday, April 3, 2025

**Skill level**

Beginner

**Lessons**

42

**Accredited by**

CPD

**Pre-requisites**

None

**Video duration**

2h 55m

**Estimated study time**

22h for all materials

**Instructor**

John Elder

## Introduction And Setup

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1

### Course Introduction

An introduction to Tableau for Data Visualization

2

### Download and Install Tableau

In this video, we'll download and install the Free Public version of Tableau.

3

### Where To Find Data Sets

In order to use Tableau, you'll need some data. Let's talk about where to find good data sets.

4

### Download Dog Registration DataSet and Open With Tableau

In this lesson, we'll download the dataset that we'll use throughout the rest of the course and open it in Tableau.

5

### Explore The Data Source Screen

In this lesson, we'll explore the Data Source Screen, which gives you a nice "at a glance" view of the raw data in your data set.

6

### Explore The Worksheet Screen

The Worksheet screen is the main working screen of Tableau where we'll build all of our visualizations.

7

### Remove and Re-Add Areas of the Tableau Screen

In this video, we'll rearrange the Worksheet screen by adding and removing specific areas.

8

### Organizing Data In Tableau

Organizing Data In Tableau

# 9

## Changing Names In The Data Source

In this lesson, you'll learn how to change the name of columns in your data source and worksheet screen.

# Creating Visualizations With Tableau

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## 10

### Converting Measures to Dimensions

In this lesson, you'll learn how to convert measures to dimensions and dimensions to measures.

## 11

### Create Simple Visualization Sheets

In this video, you'll learn to create a simple visualization.

## 12

### Resizing Charts and Changing Colors and Headers

In this lesson, you'll learn how to resize charts and change basic colors for headers and more.

## 13

### Adding Labels To Your Visualizations

In this lesson, you'll learn how to add Labels to your Visualizations.

## 14

### Adding Percentages

In this lesson, you'll learn how to generate and use percentages in our measures count.

## 15

### Filtering Data

In this lesson, you'll learn about creating filters.

## 16

### Using The Filter Card

In this lesson, you'll learn how to create a Filter Menu.

## 17

### Using The Pages Card

In this lesson, you'll learn about the Pages Card on the Worksheet screen.

## 18

### Changing Mark Types (Dots, Lines, Bars, etc.)

In this lesson, we'll look at the Mark Card to change Mark types.

## 19

### Using Size Marks

In this lesson, you'll learn how to change the size marks on your Visualizations.

## 20

### Using Tool Tips

In this lesson, you'll learn about tool tips and how to add more detail.

# Advanced Visualizations With Tableau

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**21** Adding Secondary Categories To Your Visualizations  
In this lesson, you'll learn how to add multiple Dimensions to your Visualizations.

**22** Adding Multiple Fields Using 'Show Me'  
In this lesson, you'll learn how to create Visualizations with Multiple fields using the "Show Me" Tab.

**23** Creating Custom Measures  
In this lesson, you'll learn how to create custom measures for your Visualizations.

**24** Using Zipcodes With Maps  
In this lesson, we'll learn all about using Zipcodes with your Visualizations.

**25** Adding Dates and Drilling Down By Date  
In this lesson, you'll learn how to drill down by date in your Visualization.

**26** Using Animations in Vizualizations  
In this lesson, we'll add animations to our Visualizations.

**27** Duplicating Worksheets  
In this lesson, you'll learn how to duplicate worksheets.

## Saving and Exporting Your Visualizations

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**28** Publishing Your Visualization to Tableau Public  
In this lesson, you'll learn about saving your Visualizations on the Tableau cloud.

**29** Sharing Your Visualization As A PowerPoint File  
In this lesson, you'll learn how to share your Visualization as a PowerPoint, PDF, and Image file.

## Dashboards

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**30** Creating A First Dashboard and Resizing It  
In this lesson, you'll learn how to create a Dashboard and resize it.

- 31** Adding Sheets To Dashboard and Positioning Them  
In this lesson, you'll learn how to add Worksheets to your Dashboard and position them.
- 32** Predefining a Dashboard  
In this lesson, you'll learn how to predefine the layout of a dashboard.
- 33** Fitting To Width  
In this lesson, you'll learn how to apply "Fit To Width" to Worksheets on a Dashboard.
- 34** Changing Font Sizes and Colors In The Dashboard  
In this lesson, you'll learn how to change the font sizes and colors for Title text in the Dashboard.
- 35** Rearranging the Vertical Column  
In this lesson, you'll learn how to rearrange the far right vertical column on the Dashboard.
- 36** Adding Images and Text  
In this lesson, you'll learn how to add Images and Text to your Dashboard.
- 37** Using Floating Tiles  
In this lesson, you'll learn how to use floating tiles.
- 38** Adding Web Pages To Dashboards  
In this lesson, you'll learn how to add a webpage to a Dashboard.
- 39** Adding Blank Space - How And Why  
In this lesson, you'll learn how and why to add blank space to your Dashboard.
- 40** Creating Stories  
In this lesson, you'll learn how to create stories.
- 41** Opening Saved Files  
In this lesson, you'll learn how to open a saved Tableau file.
- 42** Conclusion  
Congratulations! You've made it to the end of the course!