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# Tableau Desktop training

## 2 days (14 hours)

## Presentation

Tableau Desktop is certainly the most popular and widely used data visualization tool. And for good reason: thanks to its drag-and-drop system and streamlined interface, the software acquired by Salesforce in 2019 is fast, simple and intuitive.

What's more, no coding skills are required. Tableau can be used by both technical staff and teams with no programming or statistical knowledge. This ease of use will enable you to better analyze your data to avoid bad managerial decisions.

Our Tableau Desktop training course will teach you the basics of the tool, i.e. how to create views, calculation fields, dashboards and how to manage your data.

We'll be presenting the latest version of the tool, Tableau Desktop 2021.1.

## Objectives

- Master the basic functions of Tableau Desktop
- Get to know the tool's capabilities
- Integrate and manipulate data from different sources
- Creating effective dashboards
- Create visual representations
- Customize data and perform calculations
- Acquire a methodology for creating visualizations
- Present your project with a story

## Target audience

- Data Scientists
- Developers

- Data analysts
- Project managers
- Consultants

# PREREQUISITES

No pre-requisites are required to follow this course.

# Our Tableau Desktop training program

## Getting started with Tableau Desktop

- Understanding the interface
- Integrating data
- Manage data connections

## Handling your data

- Sorting your data
- Filter your data
- Create data groups
- Formatting your data
- Using the JOIN method
- Exporting data

## Creating views

- Create a view
- Use "Show me
- Double-entry or pivot tables
- Create curves and point clouds
- Creating histograms
- Creating conditional formatting

## Basic features

- Create a table
- Create a custom field
- Create filters
- Using calculations
- Use group functions (Min, Max, Sum, Avg, etc.)
- Create totals and subtotals
- Creating tree structures

## The dashboard

- Best practices for an effective dashboard
- Dashboard design
- The different actions
- Creating stories

## Companies concerned

This course is aimed at both individuals and companies, large or small, wishing to train their teams in a new advanced computer technology, or to acquire specific business knowledge or modern methods.

## Teaching methods

Practical course: 60% Practical, 40% Theory. Training material distributed in digital format to all participants.

## Organization

The course alternates theoretical input from the trainer, supported by examples, with brainstorming sessions and group work.

## Validation

At the end of the session, a multiple-choice questionnaire verifies the correct acquisition of skills.

## Sanction

A certificate will be issued to each trainee who completes the course.