

# Tableau Level I (Self-Paced)

In this course, you'll learn the basics of data visualization and how to use Tableau Public to create clear, engaging charts, graphs, and maps. Through hands-on exercises, you'll build skills in connecting to data, analyzing and filtering it, and organizing information to produce effective visualizations.

For more information, visit  
<https://www.creativelive.com/classes/tableau-level-i-self-paced>



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## Course Outline

### Understanding Data

- What is data
- Where to find data
- Foundations for building Data Visualizations

### Creating Your First visualization

- Getting started with Tableau Software
- Using Data file formats
- Connecting your Data to Tableau
- Creating basic charts (line, bar charts, Treemaps)
- Using the Show me panel

### Tableau Calculations

- Overview of SUM, AVR, and Aggregate features
- Creating custom calculations and fields
- Applying new data calculations to your visualization

### Formatting Visualizations

- Formatting Tools and Menus
- Formatting specific parts of the view
- Editing and Formatting Axes

### Manipulating Data in Tableau

- Cleaning-up the data with the Data Interpreter
- Structuring your data
- Sorting and filtering Tableau data
- Pivoting Tableau data

## **Advanced Visualization Tools**

- Using Filters
- Using the Detail panel
- Using the Size panels
- Customizing filters
- Using and Customizing tooltips
- Formatting your data with colors

## **Creating Dashboards & Stories**

- Using Storytelling
- Creating your first dashboard and Story
- Design for different displays
- Adding interactivity to your Dashboard

## **Distributing & Publishing Your Visualization**

- Tableau file types
- Publishing to Tableau Online
- Sharing your visualization
- Printing and exporting