

# Course : Tableau Desktop, making the most of your data

Practical course - 2d - 14h00 - Ref. TBL

Price : 1380 € E.T.

★★★★☆ 3,8 / 5

BEST

On completion of the course, participants will be able to use the Tableau Desktop data visualization tool to design interactive dashboards.

## Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Get to know the capabilities of Tableau Desktop
- ✓ Manipulate and combine data from different sources
- ✓ Create visual representations (crosstabs, graphs, maps, etc.)
- ✓ Customize data and perform calculations
- ✓ Acquire a methodology for implementing visualizations
- ✓ Dynamically present your data with a story

## Intended audience

Project managers, designers, consultants, architects, analysts, developers, end-users (dashboard and reporting editors)

## Prerequisites

Basic computer skills.

## Practical details

### Hands-on work

Creation of tables illustrating the various graphic elements and containers throughout the course. A complete use case concludes the session.

### Teaching methods

The lecture sections are largely punctuated by practical work at the heart of the course.

## Course schedule

### PARTICIPANTS

Project managers, designers, consultants, architects, analysts, developers, end-users (dashboard and reporting editors)

### PREREQUISITES

Basic computer skills.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 Discover Tableau

- Understanding data visualization.
- Discover Tableau Software.
- Connect to your data source: SQL database, Excel file, Web data, multi-dimensional cube.
- Source field data types. Data type processing. Changing a field's data type.
- Create a simple visualization.
- Discover filters and simple sorting.

### Hands-on work

Launch Tableau Desktop, connect to a data source and create visualizations.

## 2 The different ways of creating visualizations

- Manual creation: drag & drop fields, organize rows and columns, navigate hierarchies.
- The "show me", automatic suggestion of visualizations by Tableau.
- Create double-entry tables or pivot tables.
- Curve graphics.
- Histogram creation.
- Grouping graphics.
- Explore data on maps. Associate an appropriate geographic role with a field.

### Hands-on work

Create visualizations to represent different types of data: tables, curves, histograms, maps.

## 3 Enhance visualizations with measurements and calculations

- Measurement creation.
- Create and modify calculated fields.
- Advanced filters: conditions, limits.
- Create contextual filters.
- Parameters to be used in calculations.

### Hands-on work

Formatting and combining visualizations.

## 4 Data personalization

- Understand the principles of data union and merging.
- Advanced use of data sources.
- Link data, use joins.
- Use filters.
- Uses and precautions.

### Hands-on work

Reconcile and display two sets of data.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.

## 5 Dashboards and data stories

- Simple formatting: add visualizations and objects, and organize their layout on the dashboard.
- Manage filters.
- Manage actions to add interactivity and dynamism to your presentation.
- Use containers to automatically adjust the size and position of objects.
- Create a data history.

### Hands-on work

Create and format dashboards. Creation of data histories. Create end-to-end projects based on data sources and desired results.

## Dates and locations

### REMOTE CLASS

2026 : 4 June, 17 Sep., 3 Dec.

### PARIS LA DÉFENSE

2026 : 4 June, 17 Sep., 3 Dec.