

MIS771 Descriptive Analytics and Visualisation

Trimester 2 2018

Instructions for using WordPress and Tabulea for Assignment 3

Please Note: Deakin WordPress Site can be only accessed through Cloud Deakin Website.

Log in to your CloudDeakin (MIS771 T2 2018)

Go into Resources > Assessment Resources > Assignment 3

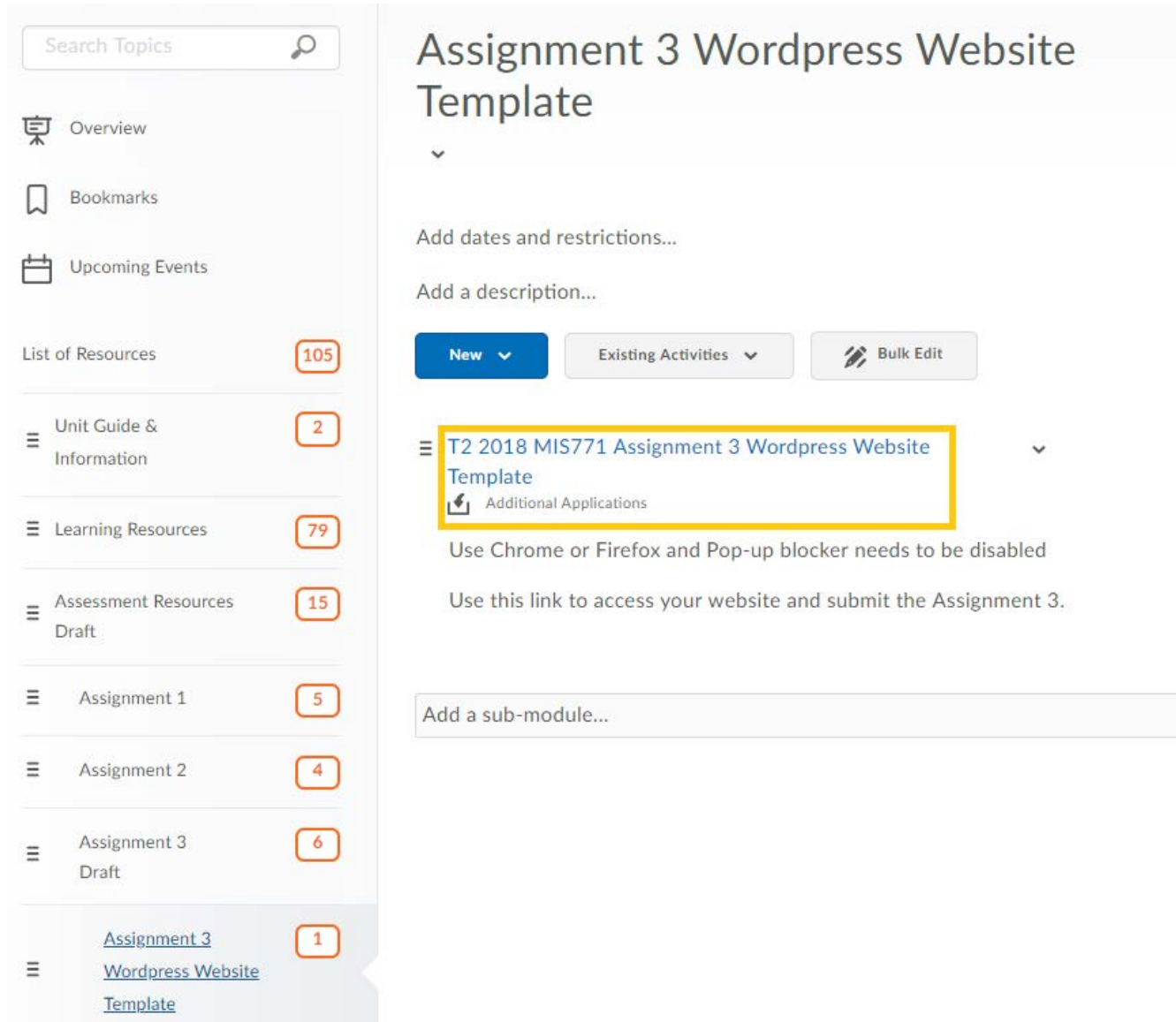
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How to access the e-Portfolio WordPress Site through CloudDeakin?

To access the Wordpress Site –

- Go to Resources > Assessment Resources > Assessment 3 > Assignment 3 Wordpress Website Template
- Click on “**T2 2018 MIS771 Assignment 3 Wordpress Website Template**” - Your WordPress site would open on a separate tab.
- **NOTE:** Your browser’s pop-up blocker should be **disabled** and use either **Firefox or Chrome** as your browser.



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Assignment 3 Wordpress Website Template **1**

Assignment 3 Wordpress Website Template

▼

Add dates and restrictions...

Add a description...

New ▼ Existing Activities ▼ Bulk Edit

≡ **T2 2018 MIS771 Assignment 3 Wordpress Website Template** ▼

Additional Applications

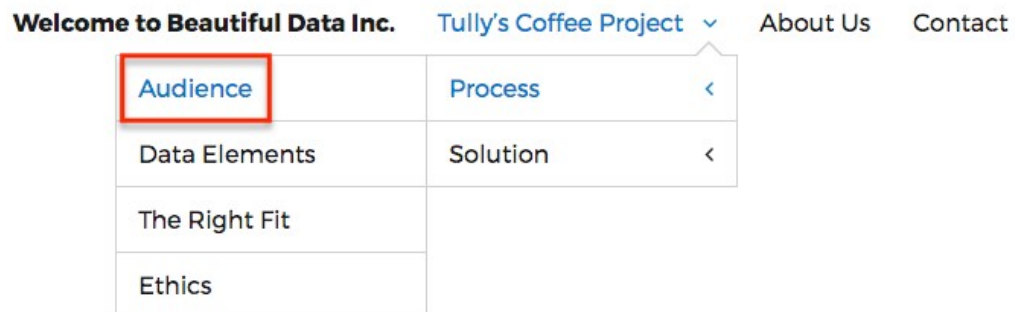
Use Chrome or Firefox and Pop-up blocker needs to be disabled

Use this link to access your website and submit the Assignment 3.

Add a sub-module...

How to edit a page and add links to external sites?

Click on the page that you want to edit – Let's say "Audience", Click on that –

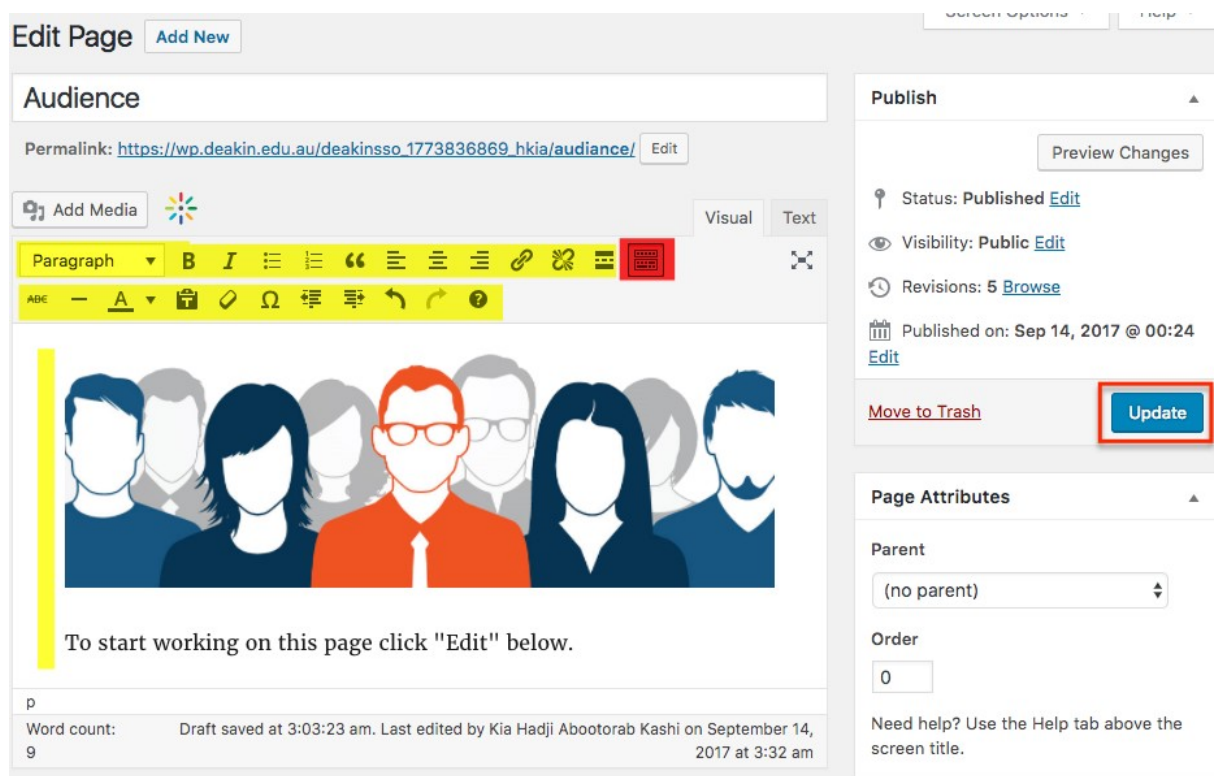


Click on Edit Post on the top navbar –

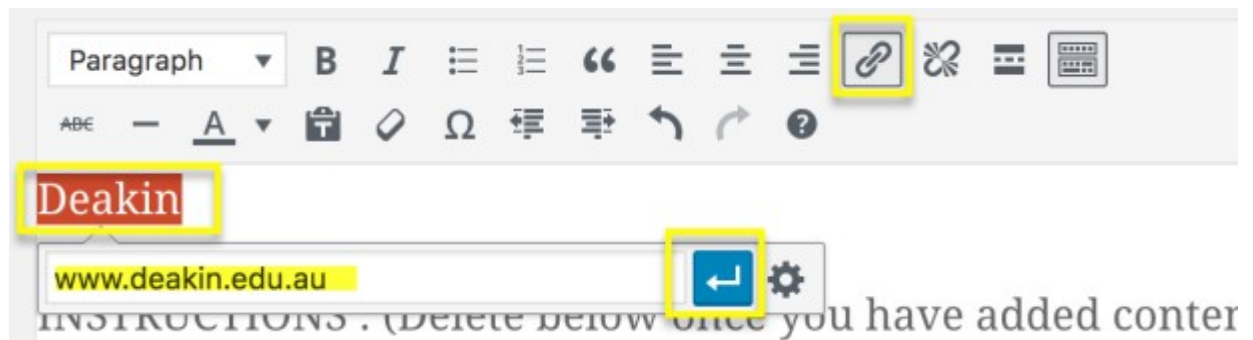


Edit the page as given below –

Click on "Update" once you have updated the page. NOTE: If you forget to click on update, the changes will not be saved.

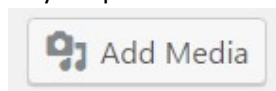


Add a hyperlink to the text – Highlight the text that would need hyperlink and then click on "Insert/Edit Link" and then click apply –



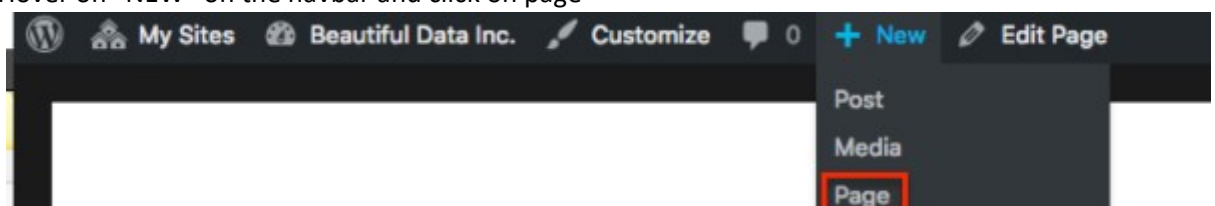
How to add any other file – Images, Documents etc?

In the Page, Use the 'Add Media' tool to add images, links, social media content, pdf and more to your post. The maximum file size is **20 Mb.**

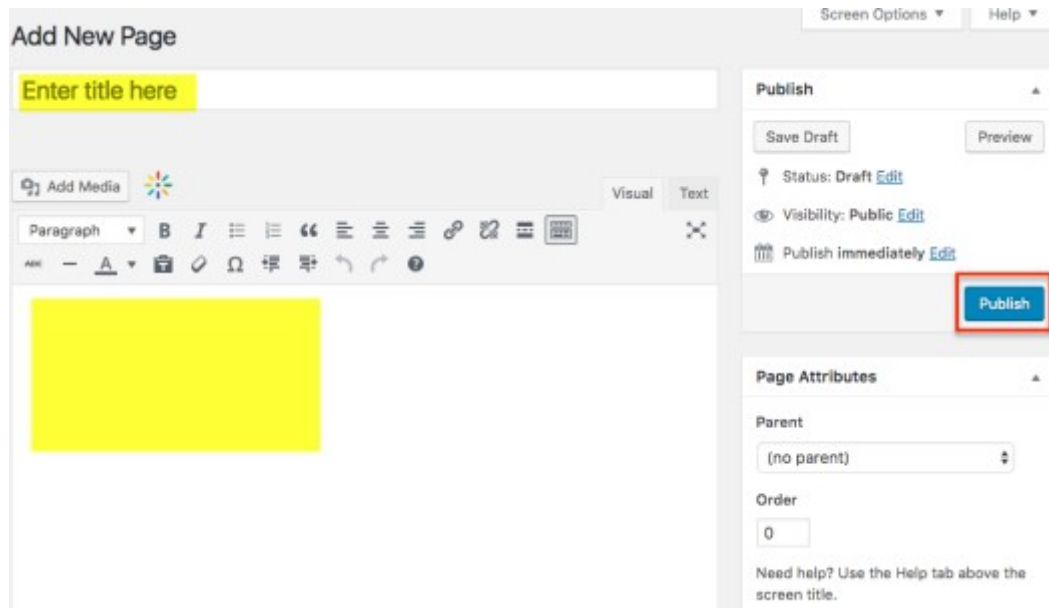


How to create a page and add it to the menu?

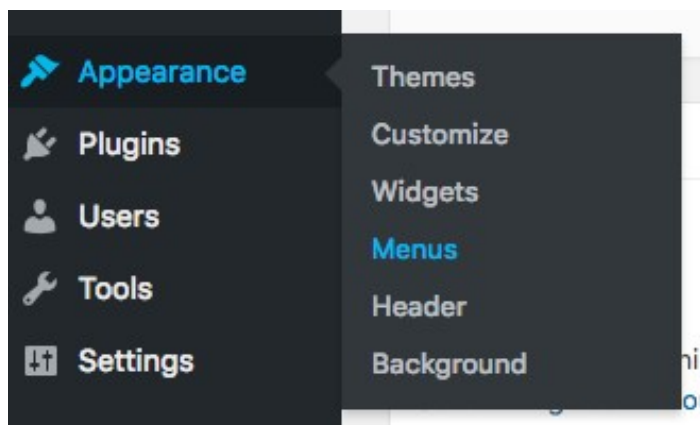
Hover on "NEW" on the navbar and click on page



Fill the details and click on Update

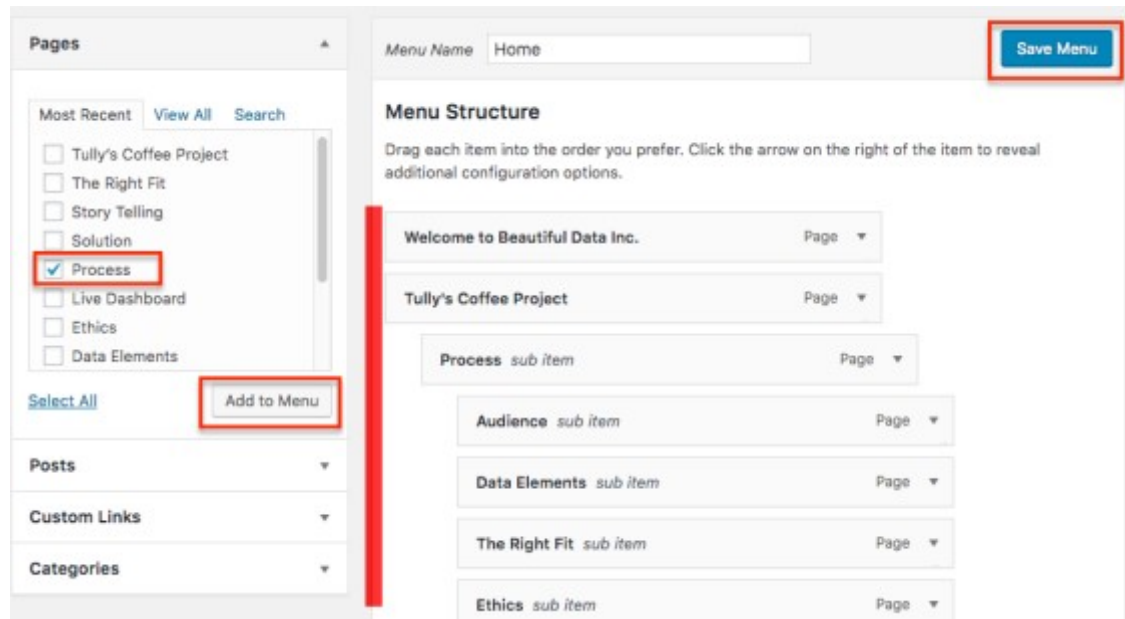


To add to the page to menu, In dashboard go to Appearance > Menus



To update the menu

- Select the page to be added.
- Click on “Add to Menu”
- Order it based on your preference
- Click on ‘SAVE MENU’



How to import dashboard to WordPress Website?

Here is a step-by-step instruction on how you can retrieve the visualisation embed code from Tableau Desktop in order to embed your dashboard into WordPress website:

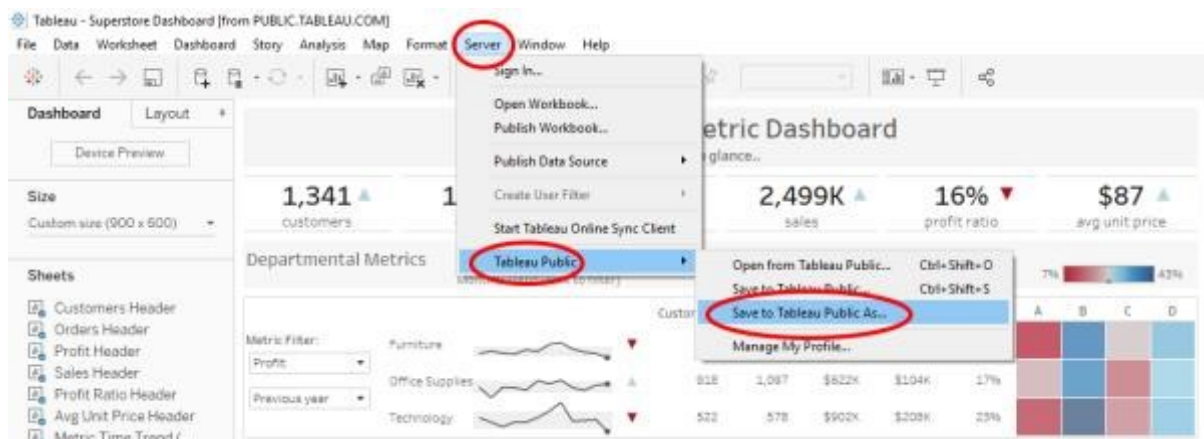
This process includes the following three steps:

1. Exporting dashboard from Tableau Desktop to Tableau Public
2. Retrieving embed code from Tableau Public
3. Importing dashboard into WordPress website

STEP 1. EXPORTING DASHBOARD FROM TABLEAU DESKTOP TO TABLEAU PUBLIC

To export dashboard from Tableau Desktop to Tableau public you need to follow this path on the Tableau Desktop:

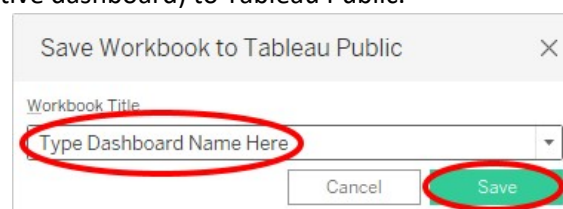
“Server → Tableau Public → Save to Tableau Public”



Once, you click on ***“Save to Tableau Public”***, a pop-up window appears wherein you are prompted to sign in to your Tableau Public account. If it the first time you are using Tableau Public, then you may need to register to Tableau public by creating a new profile (through ***“Create one now for free”***).




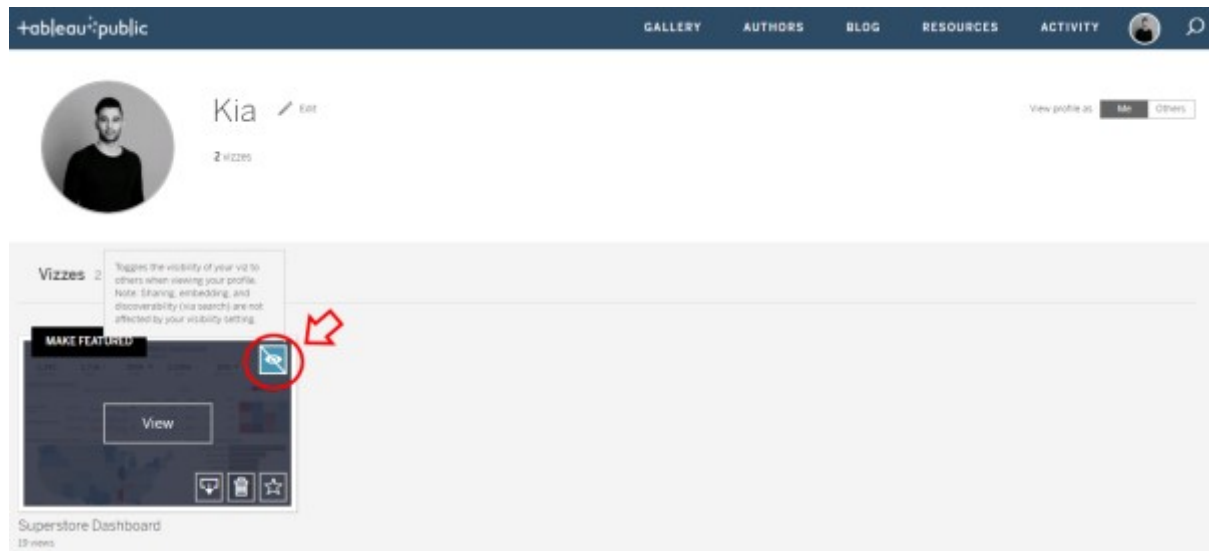
Sign into your tableau public, and name your dashboard (see figure below). Then click “Save” to import your visualisation (interactive dashboard) to Tableau Public.



Note: Give the dashboard the following name: **MIS771_T2_18_A3_GroupID**

Your dashboard will be uploaded to your Tableau Public profile. Note that by default, all visualisations uploaded to Tableau Public are visible to public (i.e. other Tableau users including fellow MIS771 students). It is your responsibility to hide your dashboard from public view.

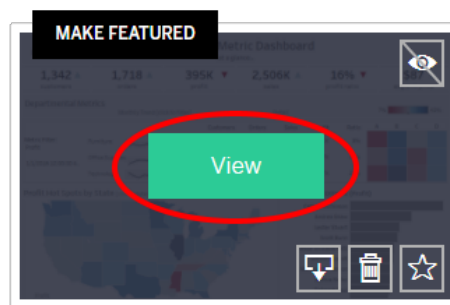
To hide a dashboard on Tableau Public, hover your mouse cursor (pointer) over your dashboard and click on  to toggle dashboard visibility “off”.



IMPORTANT NOTICE: The unit chair will check visibility settings of all dashboards created by groups in assessment 3. The unit chair may decide to report those groups with publicly visible dashboards to Academic Misconduct Committee for possible plagiarism. Therefore, it is critical for all groups to hide their dashboards from public view on Tableau Public.

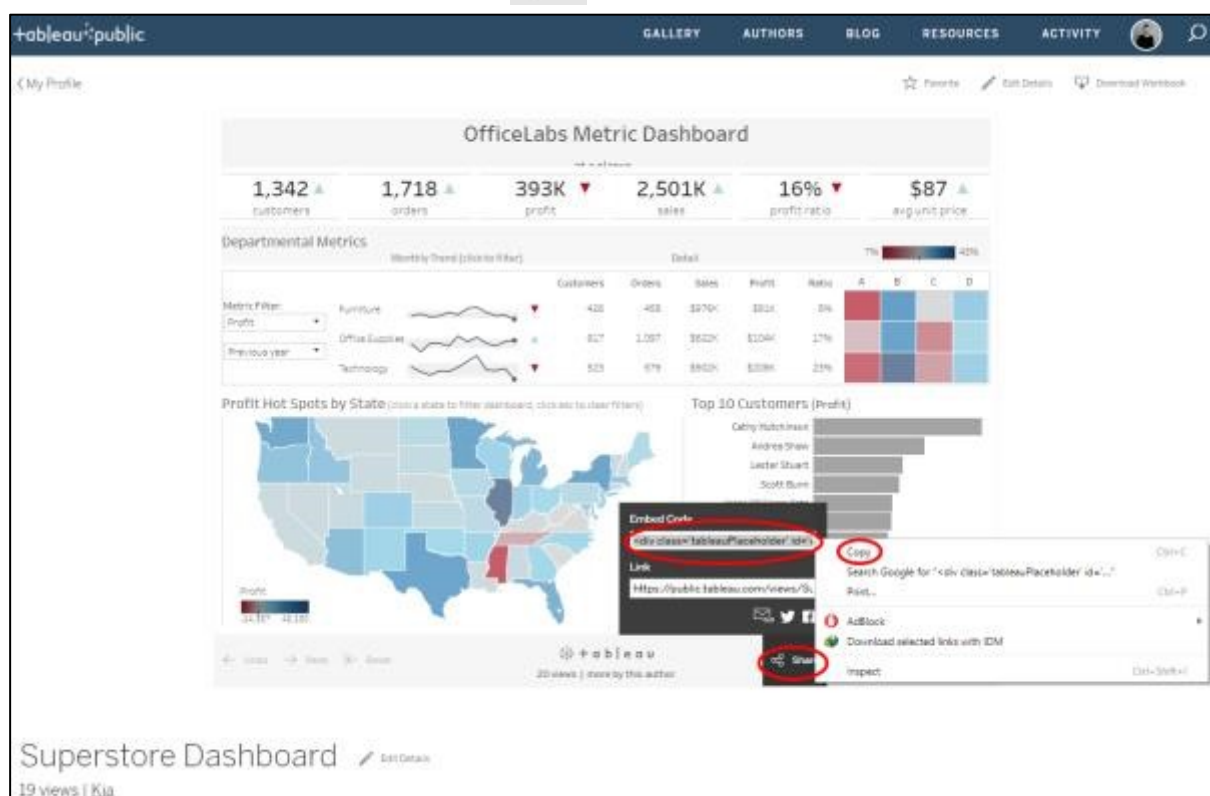
STEP 2 - RETRIEVING EMBED CODE FROM TABLEAU PUBLIC

On Tableau Public, click “View Dashboard” (See Figure below), to view your dashboard in detail.



Superstore Dashboard
19 views

In the new window, click on “share” icon  to access the ‘embed code’ (See Figure below):



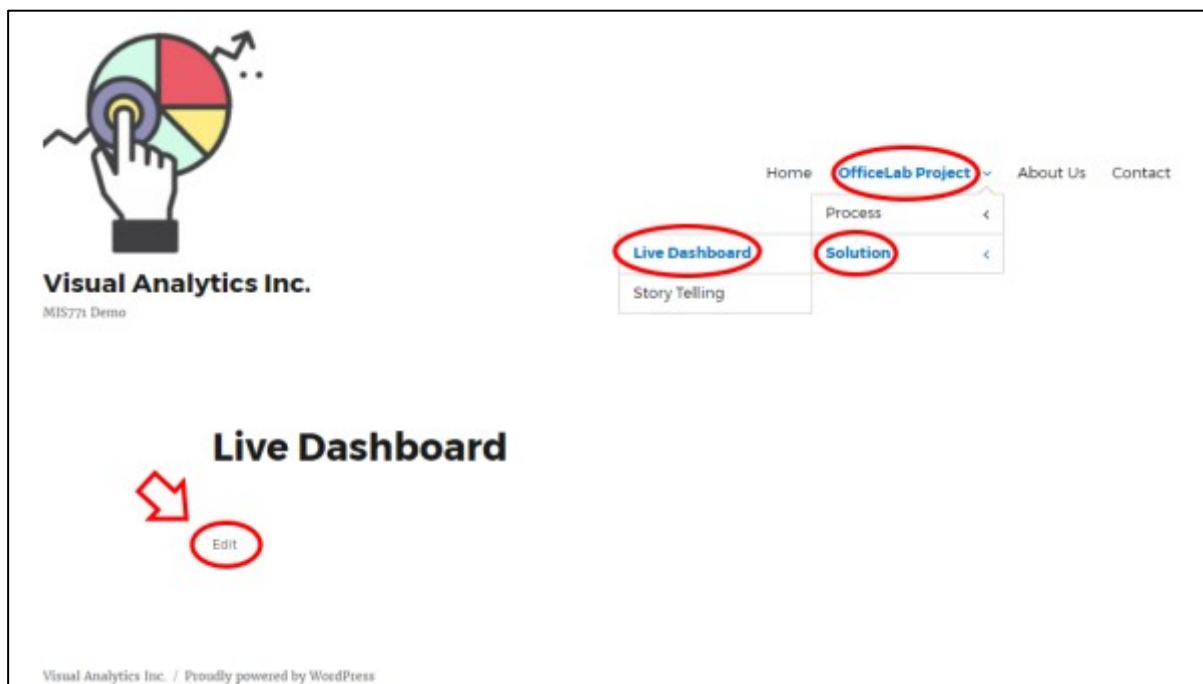
This is the code you need to “copy” and later “paste” into your WordPress website.

Note: in case you decided to change some elements of the dashboard in Tableau Desktop, you need to upload the newly edited dashboard to Tableau Public again and retrieve a new embed code.

STEP 3 - IMPORTING DASHBOARD INTO WORDPRESS WEBSITE

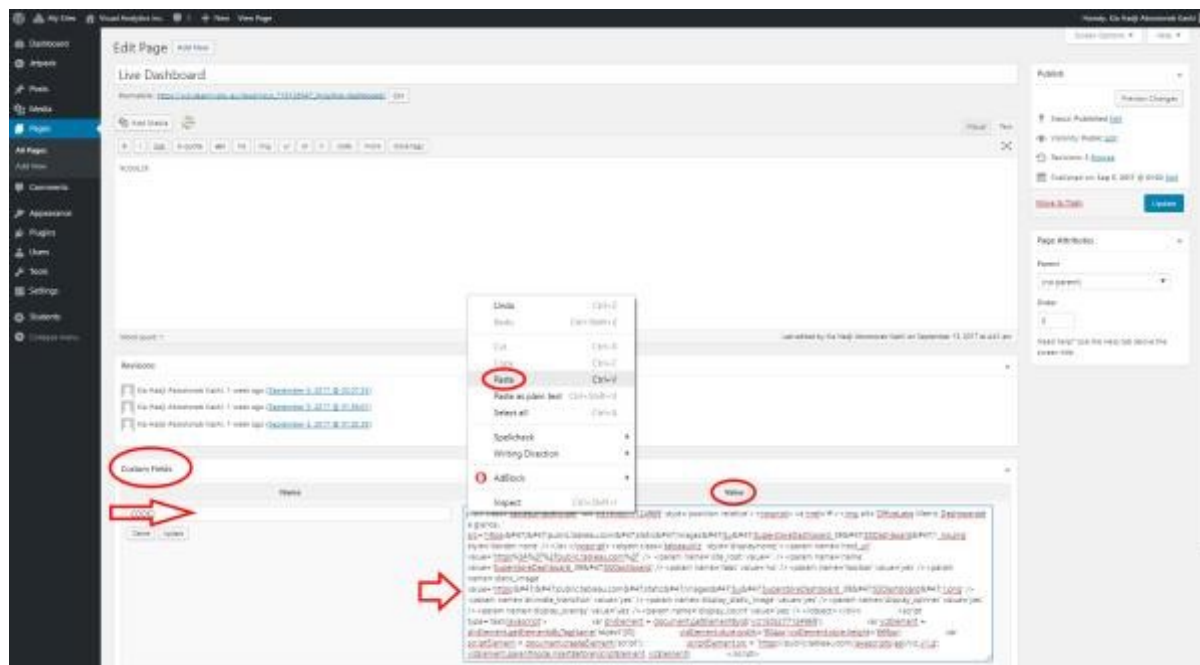
To import your dashboard from Tableau Public to WordPress website, first you need an “embed code” as described in the step two.

While in your WordPress website, go to **Live Dashboard** page and click “**Edit Page**” (see Figure below).

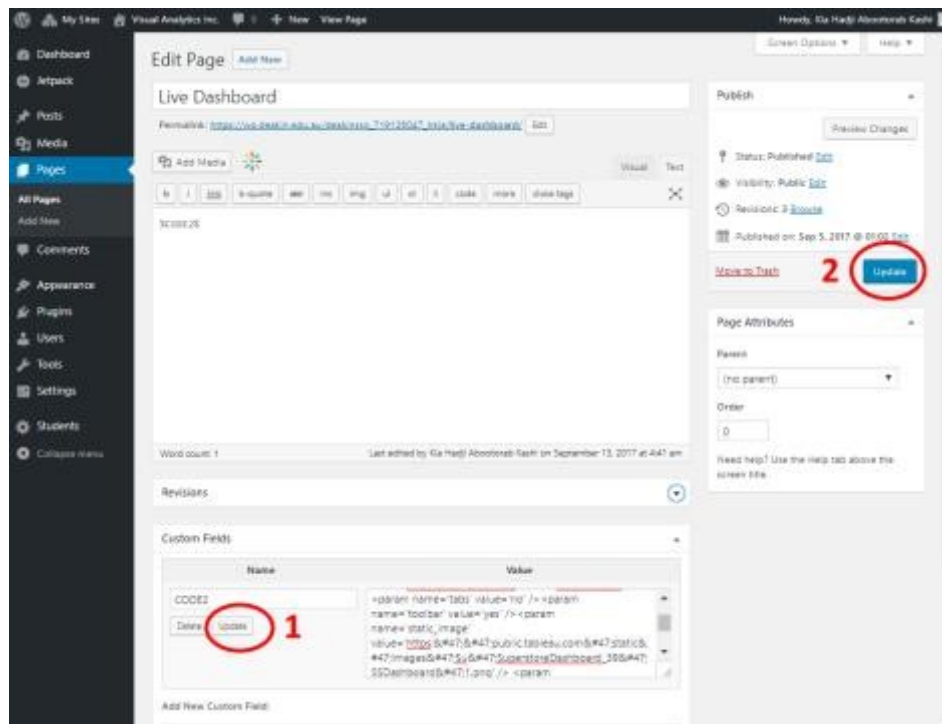


While in the **Edit Page** window, paste '**embed code**' – copied from the Tableau Public – and paste it in "**Value**" box that is **adjacent to CODE2 Field** under **Custom Fields** (see Figure Below).

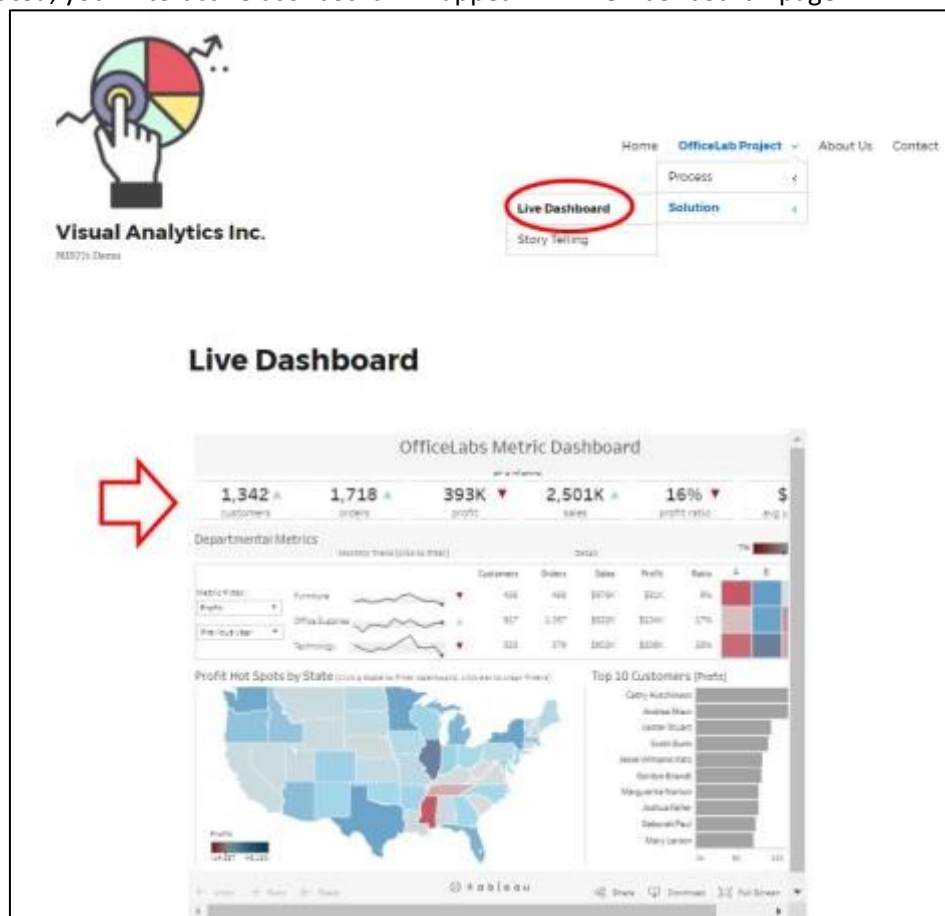
Note: DO NOT change any other default values in this page!



Finally, make sure you save your work by clicking on two "Update" buttons as shown in the Figure below:



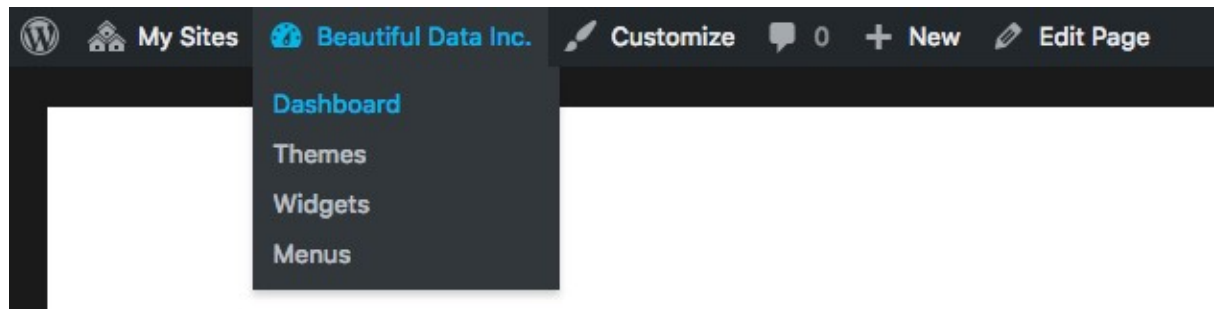
Once updated, your interactive dashboard will appear in “**Live Dashboard**” page.



How to submit the Assignment through WordPress Site?

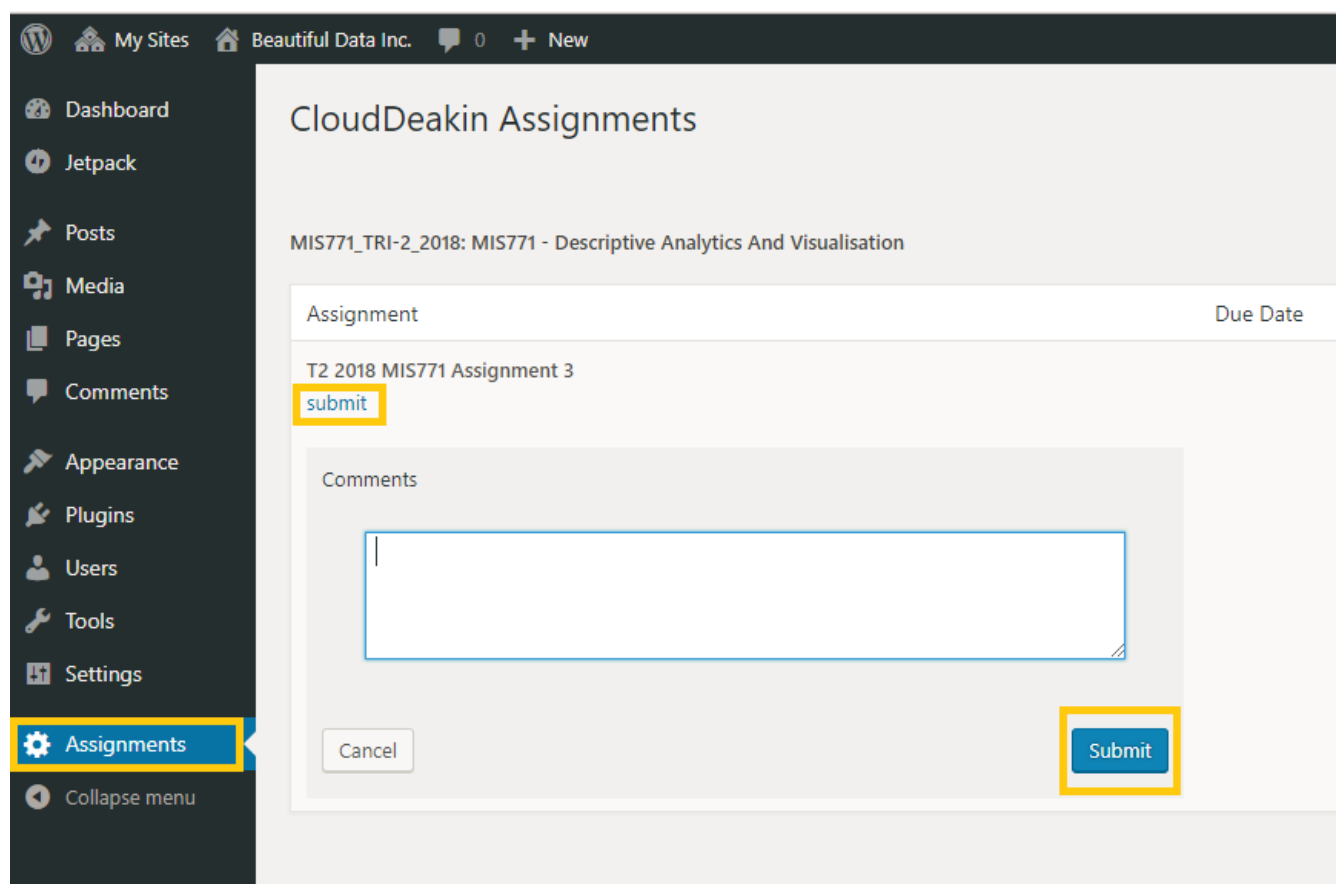
Step 1 - Open your **ePortfolio Template** in the CloudDeakin unit site.

Step 2 - Click on the heading on the top navigation bar, and then **click** on '**Dashboard**' as shown below:



The **Dashboard** page will appear. The Dashboard page provides an overview of usage and configurations to your Wordpress site.

Step 3 - Scroll down and click on **Assignments** on the left-hand side menu to bring up the **CloudDeakin assignment submission page** as shown below:



Step 4 - Click on the **submit** link under the **T2 2018 MIS771 Assignment 3** submission CloudDeakin link.

Step 5 - Add any relevant comments in the **Comments** box as shown below:

Step 6 - Click on the **Submit** button to complete the submission process.

NOTE: You will receive a confirmation note as shown below AND an automated email from CloudDeakin confirming successful submission.

CloudDeakin Assignments

MIS771_TRI-2_2018: MIS771 - Descriptive Analytics And Visualisation

Assignment	Due Date
T2 2018 MIS771 Assignment 3	
Assignment submitted successfully. You can view your submission history for this assignment in CloudDeakin by navigating to Assessments -> Assignments -> View History.	