

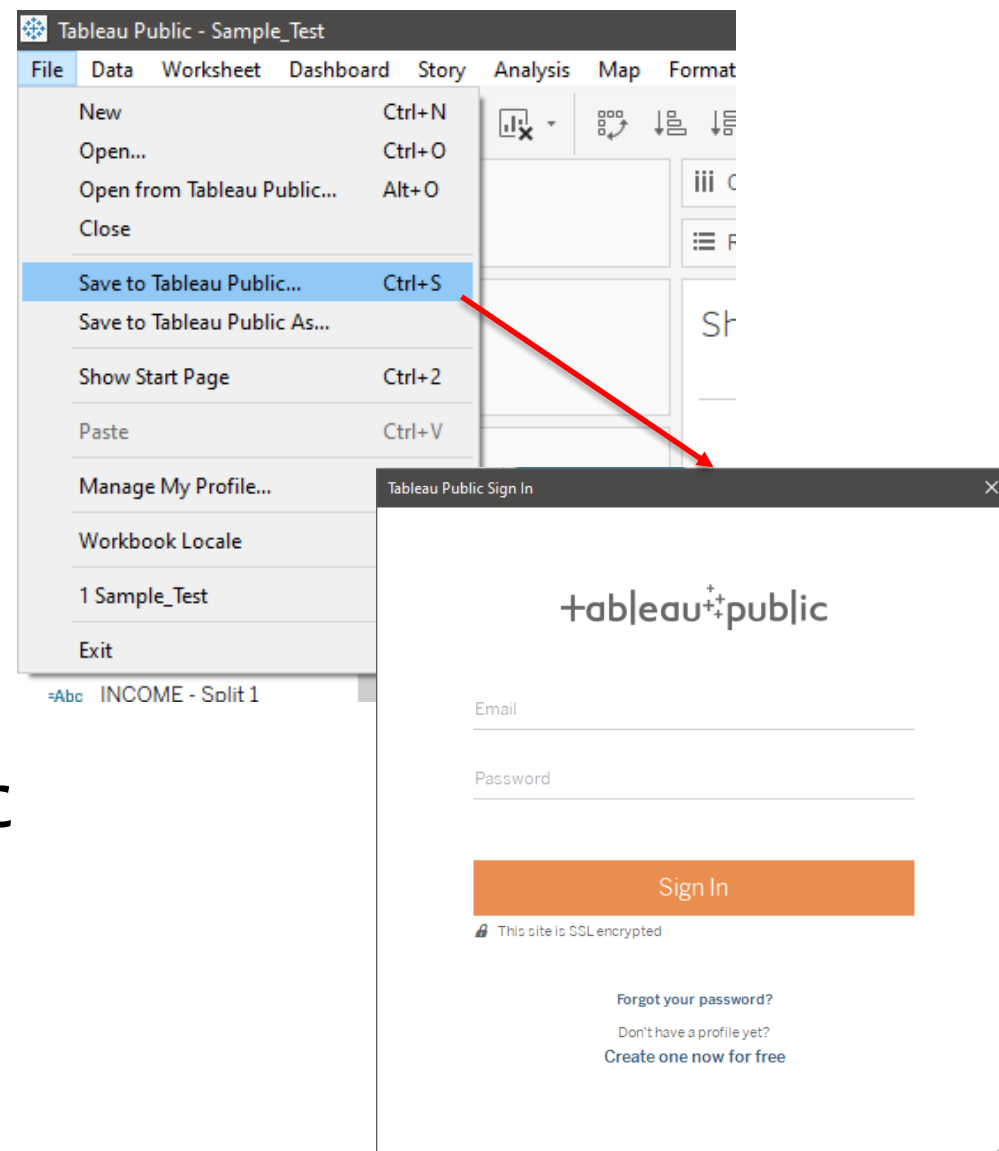
# DVT

## HOW TO UPLOAD THE DASHBOARDS/STORIES



# Tableau Public

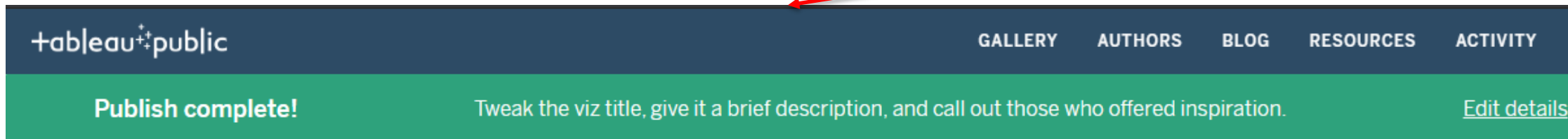
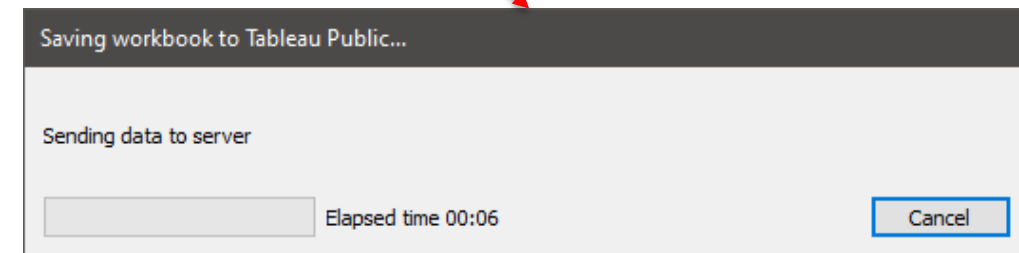
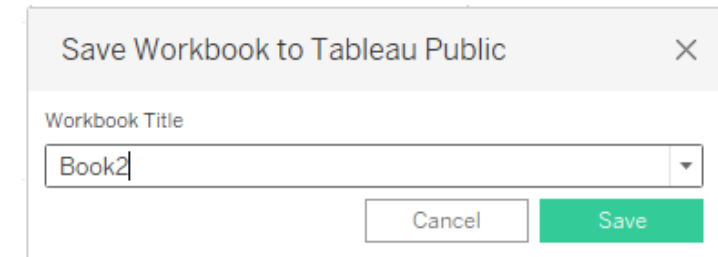
- Step 1: Use a small data source (<15million rows) [link](#)
- Step 2: Make your story/Dashboard
- Step 3: Click on 'File'
  - select 'Save to Tableau Public'
- Step 4: Login to your Tableau Public Account



**Note:** This is illustrated in Tableau Public 2020.1

# Tableau Public

- Step 5: Give the Tableau Workbook the desired Name
- Step 6: It uploads to the Tableau Public Server and open the default browser to show the uploaded file



**Note:** This is illustrated in Tableau Public 2020.1

# Tableau Public



- You can also edit your Tableau Workbook online
- Make sure to check the Other Settings if you have to show multiple sheets within the workbook

A screenshot of the Tableau Public settings interface. The header is dark blue with the "tableau+public" logo on the left and "GALLERY" and "AUTHORS" links on the right. The main content area has a light gray background and contains several form fields: "Title" with the value "Sample\_Test", "Permalink" with "http://www.", "Inspiration" with a placeholder URL, and a large "Description" text area containing "Sample\_Test". Below these are two sections of checkboxes: "Toolbar Settings" with three checked options (view controls, author profile link, and download permissions) and "Other Settings" with one checked option (show workbook sheets as tabs). At the bottom right are "Cancel" and "Save" buttons.

tableau+public GALLERY AUTHORS

Title Sample\_Test  
Make sure your viz has a good title so people don't pass it by when they're browsing Tableau Public.

Permalink http://www.  
Plan on embedding your viz? This is an excellent way to drive traffic to your site.

Inspiration Add URL to a Tableau Public viz or author profile  
Did you leverage the community for your creation? Don't forget to give a shout out to those who helped!

Description Sample\_Test  
A great description and relevant #hashtags can help people discover your viz.

Toolbar Settings ☒ Show view controls Undo, Redo, Revert  
☒ Show author profile link  
☒ Allow workbook and its data to be downloaded by others

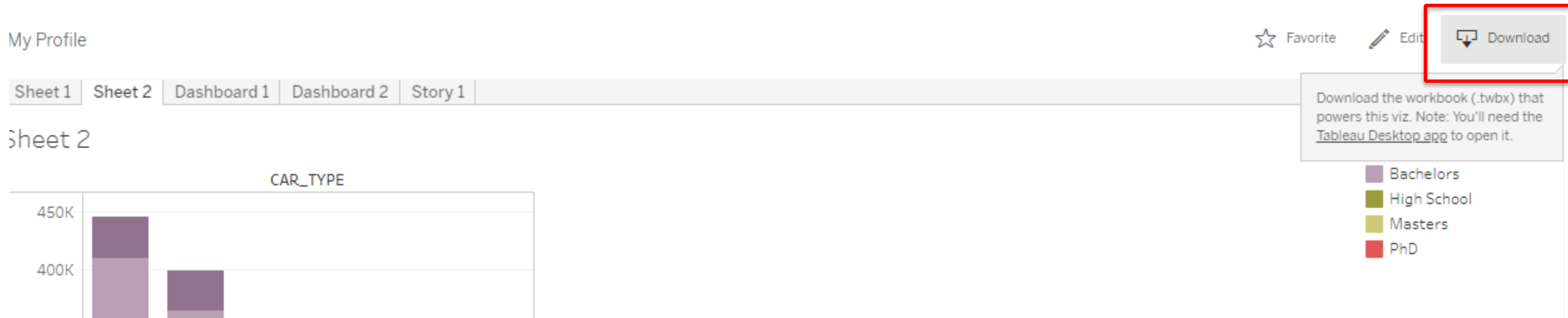
Other Settings ☒ Show workbook sheets as tabs

Cancel Save

**Note:** This is illustrated in Tableau Public 2020.1

# Tableau Public

- You can download Tableau Workbook from Tableau Public Online in .twbx format which can be viewed in Tableau Public and [Tableau Reader](#)

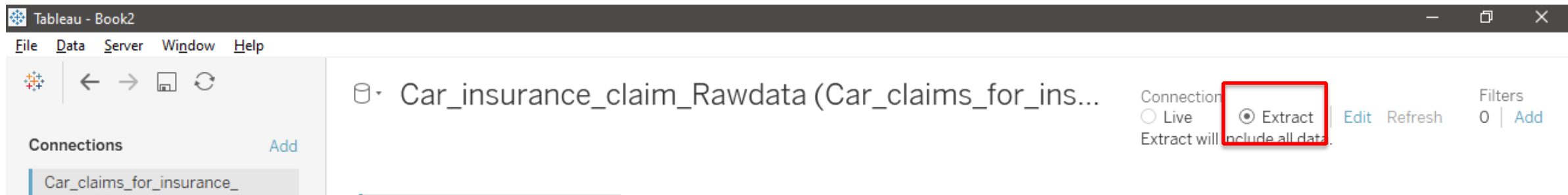


# Tableau Desktop

Student Edition

greatlearning

- Step 1: Make 'Extract' of your data (if files are merged/joined or it is a database connection or a google sheet)



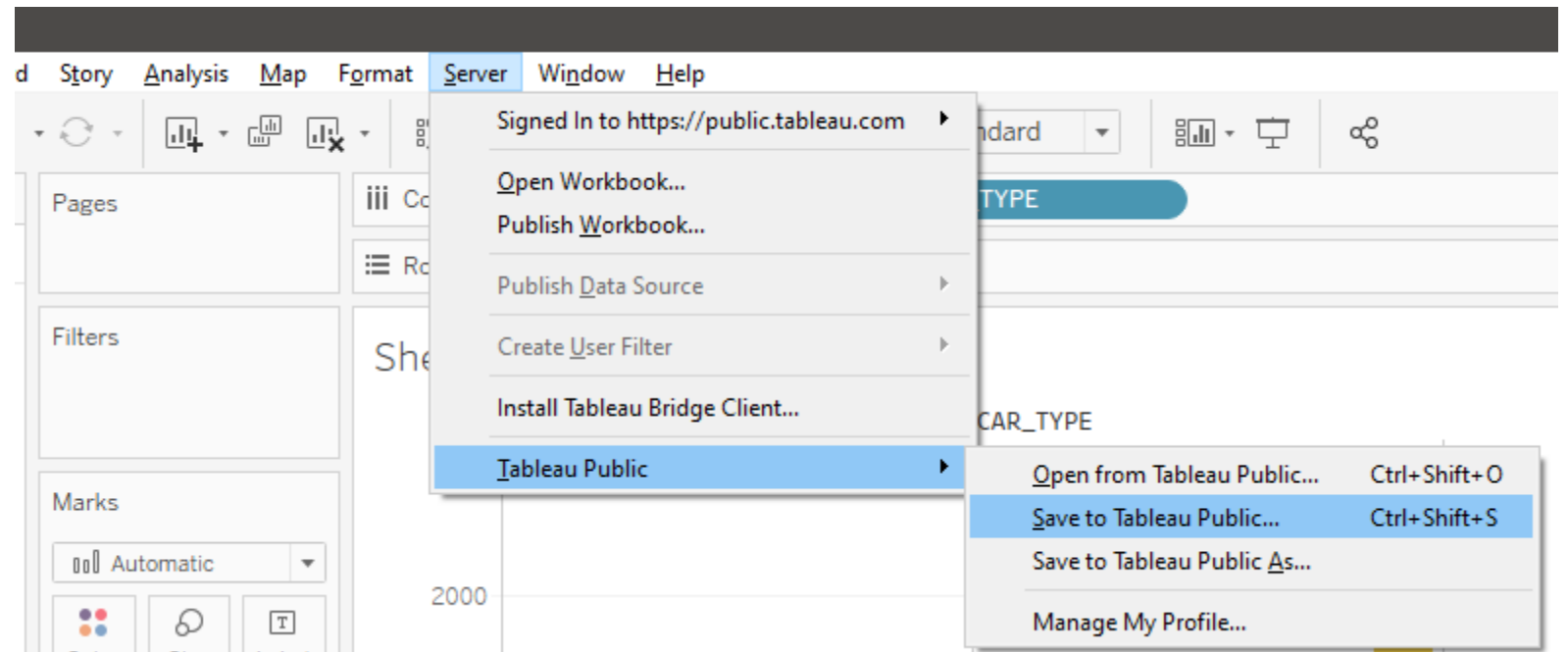
**Note:** This is illustrated in Tableau Desktop 2020.1.2

# Tableau Desktop

Student Edition

greatlearning

- Step 2: Select 'Server'
- Step 3: Select 'Tableau Public' and click 'Save to Tableau Public'



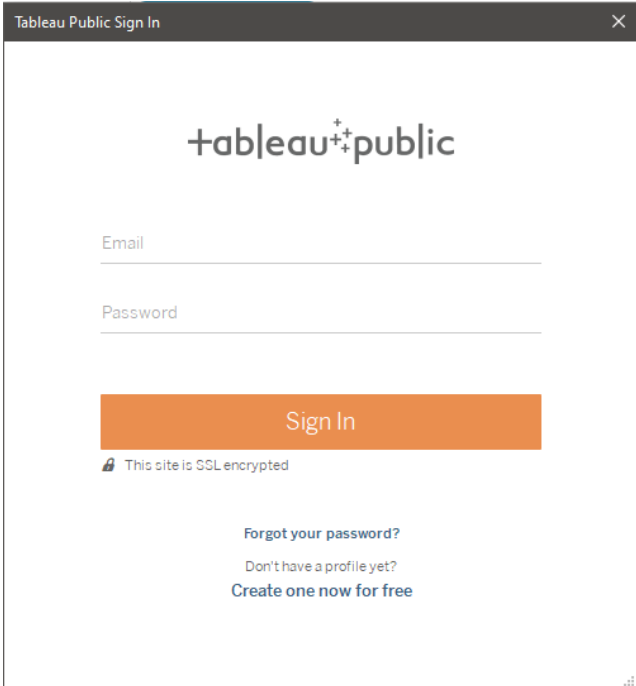
**Note:** This is illustrated in Tableau Desktop 2020.1.2

# Tableau Desktop

Student Edition

greatlearning

- Step 4: Login to your Tableau Public Account

A screenshot of a web browser window titled "Tableau Public Sign In". The window displays the Tableau Public logo at the top. Below the logo are two input fields labeled "Email" and "Password". A large orange button labeled "Sign In" is positioned below the password field. Underneath the button, a small lock icon is followed by the text "This site is SSL encrypted". At the bottom of the form, there are three links: "Forgot your password?", "Don't have a profile yet?", and "Create one now for free".

**Note:** This is illustrated in Tableau Desktop 2020.1.2

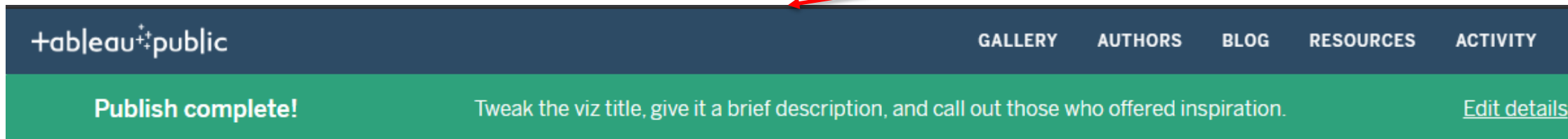
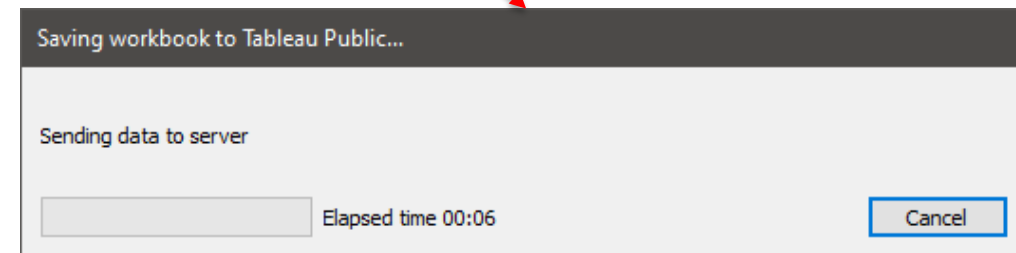
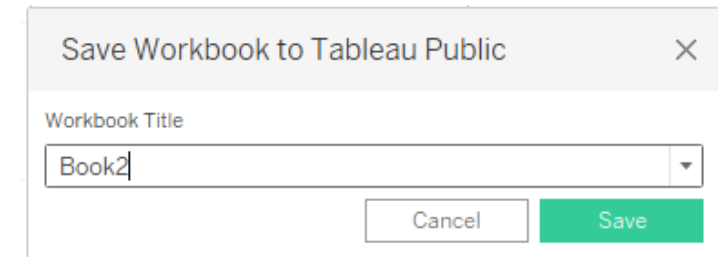


# Tableau Desktop

Student Edition

greatlearning

- Step 5: Give the Tableau Workbook the desired Name
- Step 6: It uploads to the Tableau Public Server and open the default browser to show the uploaded file



# Sharing the Tableau Link

- Please copy the Public Link and paste it in a Word Document
- Please do check the pasted link works
- Also, the link should work in the incognito mode as well



- Upload that word document in Olympus under your DVT project. There is no need to mention summary.

**Incognito in Google Chrome:** 'ctrl+shift+N' and paste the link and check