Tableau Site Administration

Audience:

This introductory course is designed for new Tableau Server and Tableau Online users responsible for the implementation, management, or monitoring of Tableau sites.

About this course:

This is a two-week blended learning course that includes three live sessions taught by Tableau Certified instructors, virtual labs for hands-on practice, and on-demand eLearning content for reinforcement.

The course syllabus assigns pre-work prior to each live session and offers tips to ensure you are set up for success. While eLearning is flexible, the three live sessions are scheduled-- Week 1 on Thursday, Week 2 on Tuesday & Friday.

Note: This class is taught using Tableau Server in a Windows server environment. However, the principles of security, permissions, content and user management, and task automation covered in this course apply equally to site administrators in both Tableau Server and Tableau Online.

We'll explore the following:

- Tableau Server and Tableau Online basics

- Tableau Server and Tableau Online security and permissions

- Planning a site deployment

- Implementing a governed workflow

- Managing users

- Publishing content and data sources

- Auditing and monitoring your content

- Automating tasks

Frequently asked questions:

What is blended learning?

Through a combination of eLearning and live, instructor-led training, blended learning provides the flexibility of self-paced learning with instructor interaction and group discussions.

How long can I use the eLearning that comes with this class?

You can use Tableau eLearning for Creator access for three full weeks. The course spans two weeks; the third week can be used for review and preparation for the Tableau Site Administrator skills assessment and digital badge. Course materials provided in class, including a Conceptual Guide and Practices, will be available for download as a reference.

I am a current eLearning customer. If I take this course will it shorten, lengthen, or impact my current subscription in any way?

No, your current subscription will not be impacted. Once you purchase, the Site Administration course module will appear in your eLearning portal within 24 hours. If you have questions or require assistance in locating the course, please email us at globalservices@tableau.com and provide the email address you used to register.

Do I need to attend all three live sessions?

Yes, you are expected to attend all three sessions to keep up with the content and practices. If you unexpectedly cannot make a session, please email your instructor or globalservices@tableau.com to reschedule.

Which course is right for me: Tableau Site Administration or Tableau Server Administration?

Tableau Site Administration and Tableau Server Administration both provide the skills needed to effectively manage groups, projects, workbooks, and data sources (including connection information) for a site. However, for Administrators tasked with managing all sites on the server and require full access to all content and functionality, Server Administration is the right option. Server Administration provides in-depth coverage for a full Tableau Server installation with the skills and best practices to create a sound and extensible Tableau platform.

Prerequisites

Familiarity with Tableau Server

Course includes

- Three Live, virtual instructor-led sessions over two-weeks

- Virtual labs for hands-on practice

- Guided eLearning for reinforcement

- Course manual containing key concepts and hands-on activities

- Access to Tableau eLearning for Creator to complete this course, and discover other self-paced, guided learning paths and earn digital badges (public classroom attendees only)

- Certification of Completion

- Continuing Education Credit (CPE) Hours: 37

    - 12 hours of virtual instructor-led learning

    - 25 hours of eLearning modules

View our Cancellation Policy (PDF) for details.