Environment Setup

Tableau Public and the course datasets, on Windows and Mac

1 What you get

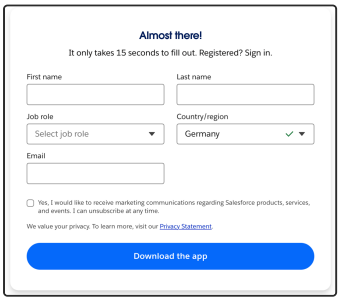
```
tableau-ultimate-course/
├── 00_setup/                  this guide
├── 01_datasets/               the course data in two versions: pick one
│   ├── eu/                    decimal numbers with a comma: 12,5
│   └── non-eu/                the same files with a dot: 12.5
├── 02_docs/                   the slides and the cheat sheets, as PDF
├── 03_workbooks/              the finished workbook of every section
└── 04_projects/               the two end-to-end projects
    ├── sales-dashboard-project/   the sales and customer dashboards
    └── hr-dashboard-project/      the HR dashboard
```

Both dataset folders hold a **small-dataset**, a few rows to follow every step of a calculation, and a **big-dataset**, 5 years of orders for aggregations and LOD.

2 Install Tableau Public

The course uses the free Tableau Public. The videos show an older version on Windows. Today's version works the same, and so does a Mac.

1 Download it from tableau.com/products/public/download



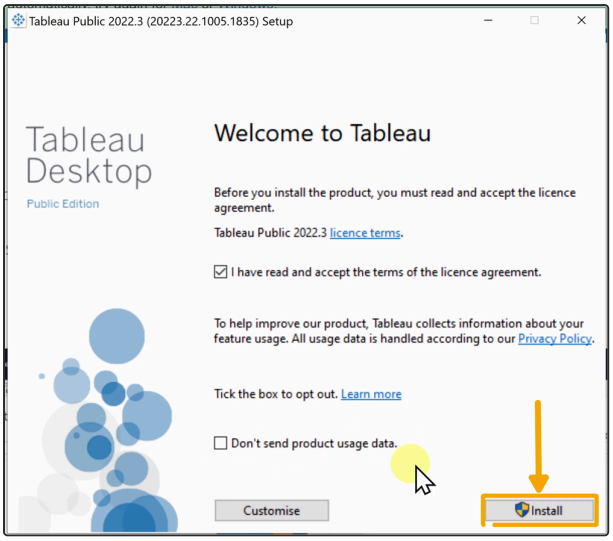
Fill in the short form and click **Download the app**. It is free: no trial, no card.

The green **Start for free** button at the top of that page is something else: a 14-day trial of the paid Tableau.

The app is called **Tableau Desktop Public Edition**. If you already have the paid Tableau Desktop, it works the same.

2 Install it

Windows



Tick **I have read and accept the terms**, then click **Install**.

Mac

Open the downloaded `.dmg`, then the installer inside it, and click:

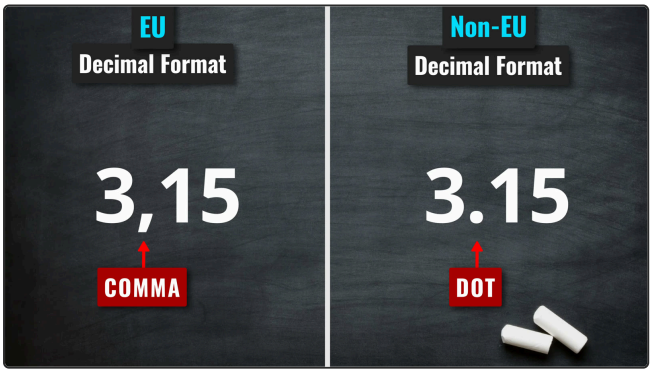
Continue → **Agree** → **Install**

Enter your Mac password when it asks.

3 Make your free profile on public.tableau.com

Click **Sign Up** at the top right. The profile is where you publish your work. Tableau asks you to sign in the first time you save to Tableau Public.

3 Pick your dataset



In Europe, take `01_datasets/eu`. Everywhere else, take `01_datasets/non-eu`.

To be sure, connect `Orders.csv` with **Connect > Text file**. Sales, Discount, Profit and Unit Price must show the number icon **#**. If they show **Abc**, take the other folder.

# Orders.csv Sales	# Orders.csv Quantity	# Orders.csv Discount	# Orders.csv Profit	# Orders.csv Unit Price
215,88	1	0,400000	35,7700	215,48
1.690,89	10	0,600000	30,0000	168,48

Right: #

Abc Orders.csv Sales	# Orders.csv Quantity	Abc Orders.csv Discount	Abc Orders.csv Profit	Abc Orders.csv Unit Price
215.88	1	0.4	35.77	215.48
1690.89	10	0.6	30	168.48

The other folder: Abc

4 Open the course files

- **The workbooks:** double-click a file in `03_workbooks`. It opens in Tableau Public with its data inside, so it needs no dataset.
- **Your work:** today's version saves it on your computer, like any file. **Save to Tableau Public** puts it on your profile, where everyone can see it and its data.
- **The projects:** each folder has the finished workbook, the mockups and the images. The sales project brings its data in `eu` and `non-eu`, like the course. The HR project has one `dataset.csv` for everyone. Its mockups are a draw.io file: open it at app.diagrams.net.
- **The slides:** `02_docs` has the slides of the sections and the cheat sheets.

5 When something breaks

Sales, Discount and Profit show Abc, or null after you change them to numbers

Take the other dataset folder (section 3). Or, like in the lesson Build Two Data Sources: right-click the table on the data source page, **Text File Properties**, and set **Locale** to **English (United States)** for `non-eu`, or to your European language for `eu`.

The download asks for a 14-day trial

That is the paid Tableau. Use the free download of section 2.

The data source page keeps only one file

Connect the first file, then drag the others from the **Files** list on the left onto the canvas.

A workbook does not open: "created by a newer version"

Install the latest Tableau Public. The course workbooks need version 2024.1 or newer.

Field names in another language, like "Jaar van Order Date"

Help > Choose Language > English, then restart Tableau.

In the Maps lesson, Sales in USA Sales comes in as text

That is expected. The lesson changes it to a number, then to continuous and to a measure.