

COURSE GLOSSARY

Introduction to Tableau

Aggregation: The process of summarizing measure values (for example sum, average, count, median) so that many records become a single value for display

Calculated field: A user-defined field created by applying expressions or functions to existing fields to derive new values without altering the original data source

Continuous field: A field treated as an unbroken range of values (displayed in green in Tableau) that typically maps to axes and supports quantitative scaling

CSV (Comma Separated Values): A plain-text file format where each row represents a record and columns are separated by commas, commonly used for exchanging tabular data

Dashboard: A collection of multiple worksheets and visual elements arranged on one canvas to provide an integrated, interactive view of related analyses

Data pane: The area in a worksheet that lists all fields from connected data sources, showing their data roles (dimension/measure) and types for use in views

Data source: The loaded dataset or connection (file, database, or web service) that provides fields and records for analysis within Tableau

INNER JOIN: A join that returns only the rows with matching values in the join columns from both tables, excluding non-matching rows

Dual axis: A chart technique that overlays two measures on the same view using separate axes so they share the same horizontal or vertical dimension while preserving distinct scales

Filled map: A map visualization that colors geographic regions (such as countries or states) to represent values aggregated for those areas

Filter: A mechanism for including or excluding specific records or ranges from a view, applied via filter cards, shelves, or through selection-based operations

Forecasting: A predictive feature that uses past time-series patterns (trends and seasonality) to estimate future values of a measure

Geocoding: The process by which Tableau maps place names or geographic identifiers to latitude and longitude coordinates using its internal geographic database

Marks card: The Tableau control that determines how data points are drawn (mark type) and lets you encode color, size, shape, detail, and label for marks in the view

Measure: A numeric field that can be aggregated (sum, average, count, etc.) to provide quantitative values for analysis

Reference line: A static or computed line drawn across a chart to show a benchmark or summary value (for example the average) for contextual comparison

Show Me: Tableau's visualization recommendation panel that suggests appropriate chart types based on the fields placed in the view and lets users quickly switch visual types

Story: A sequence of dashboards or worksheets assembled as narrated story points to guide users through an analytical narrative or set of conclusions

Symbol map: A type of map that places symbols (usually sized or colored marks) at geographic coordinates to represent measure values for regions or points

Tableau Desktop Public Edition: The free variant of Tableau Desktop that provides the core visualization features and connectors to common files like Excel, CSV, and Google Sheets, with limits on row counts and public saving

Tableau: A data visualization software that lets users connect to data, build interactive charts and dashboards through a visual, drag-and-drop interface

Tooltip: The pop-up information box that appears when hovering over a mark in the view, showing details and any additional fields placed on the Tooltip shelf

Trend line: A statistical line (commonly linear) added to a chart that models and highlights the overall direction or relationship between variables

Worksheet: A single canvas in Tableau where you build one visualization by placing dimensions and measures onto shelves and the Marks card