

Tableau Quick Tips

Notes

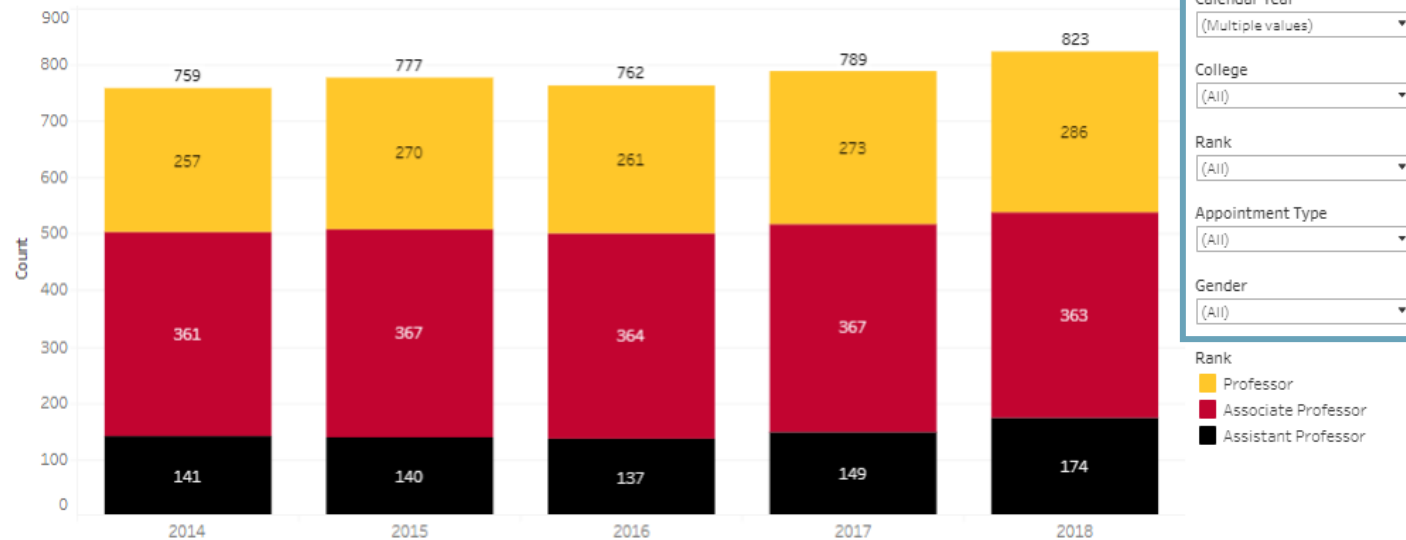
Data Notes

Dashboards have a tab called "Notes", which contain data definitions, inclusion and exclusion criteria, and other important information on the data.

Drilldown

Some tables have the ability to drill down in order to get more detailed information. Hover over the column or row header and click on the "+" symbol that appears. This will expand the table.

Number of Full-Time Faculty by Year and Rank (Excludes Guelph-Humber)



Filters

Click on the dropdown arrow to select your criteria (e.g. a specific College or Gender) to filter the dashboard.

Hovering Over Data

Hover over any data point to display additional information about that data point.

	2014				2015				2016				2017
College	Professor	Associate Professor	Assistant Professor	Total	Professor	Associate Professor	Assistant Professor	Total	Professor	Associate Professor	Assistant Professor	Total	Prof
COA	30	69	11	110	32	68	9	109	32	65	6	103	37
CBS	33	50	17	100	33	54	16	103	33	55	13	101	33
CBE	21	35	19	75	24	37	17	78	24	34	17	75	24
CEPS	45	55	21	121	48	53	24	125	47	51	27	125	49
CSAHS	22	64	28	114	23	64	31	118	21	65	29	115	27
CS	69	50	12	131	70	50	13	133	64	51	20	135	64
OV	37	38	33	108	40	41	30	111	40	43	25	108	39
Grand Total	257	361	141	759	270	367	140	777	261	364	137	762	273

Note: The data is as of October 1st of each year, as reported to Statistics Canada for UCASS reporting.

Full Screen

Some dashboards are better viewed in "Full Screen" mode.

Interactivity

Clicking on any data category or data point will change all other charts and tables to be filtered on your selection.

*However, we recommend using the filters instead

Revert

Click "Revert" to undo all of the changes you have made to the dashboard and revert back to the default dashboard and default filters.

Downloading the Report

Click 'Download' to export your dashboard to various formats (Data, Crosstab or PDF). PDF will download the dashboard as it is seen on the screen. Data and Crosstab download the data as a .csv file. Click on the data you want to download, before selecting "Download".