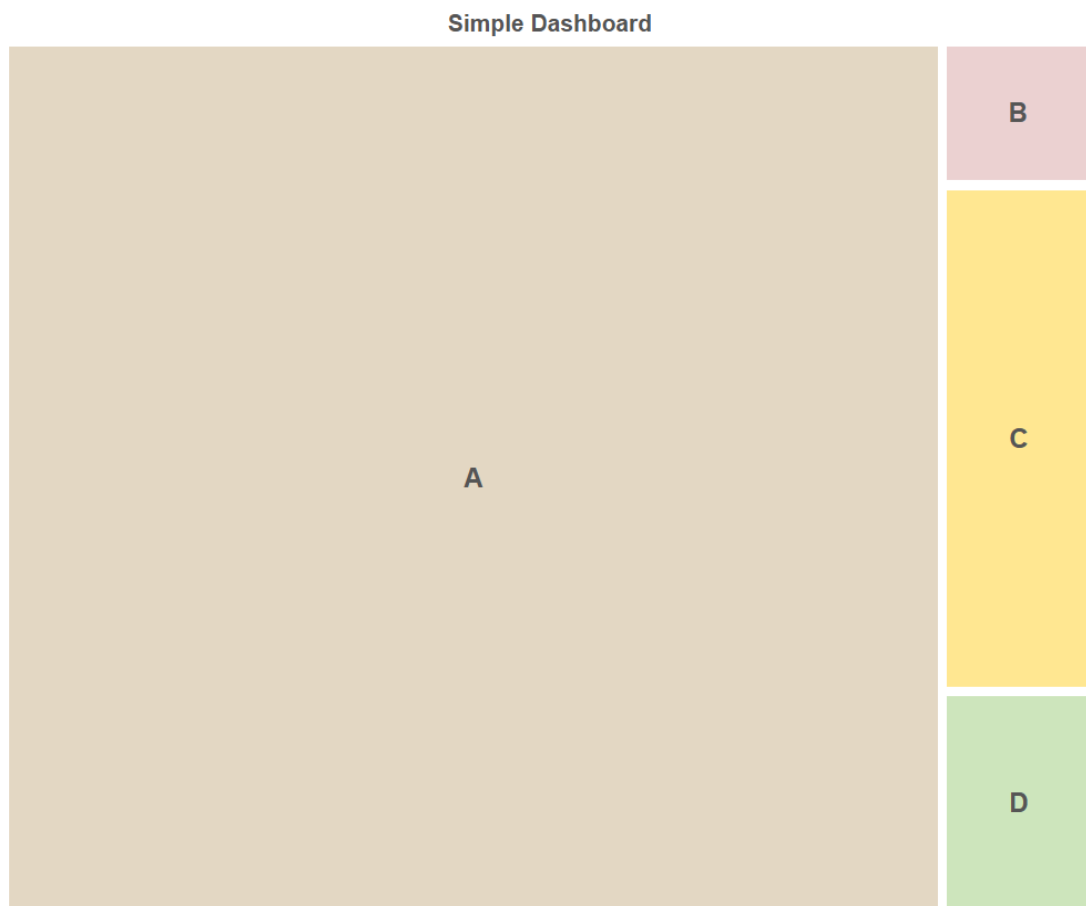# Exercise 6: Creating Dashboards
Tiled vs. Floating

Exercise Objectives
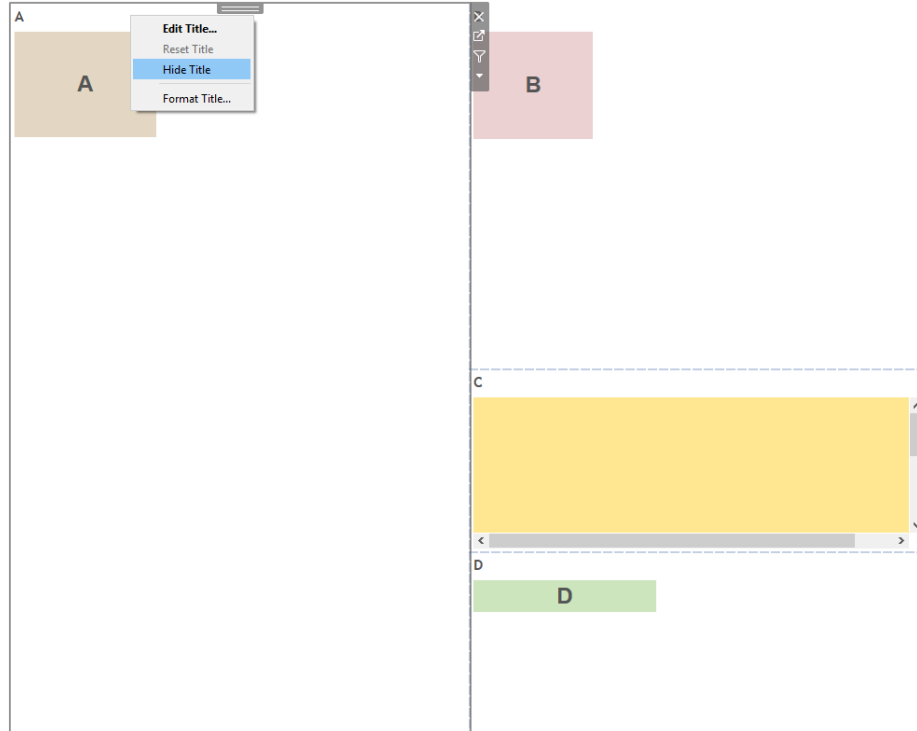
- Introduce Layout Containers
- Tiled vs. Floating Layouts

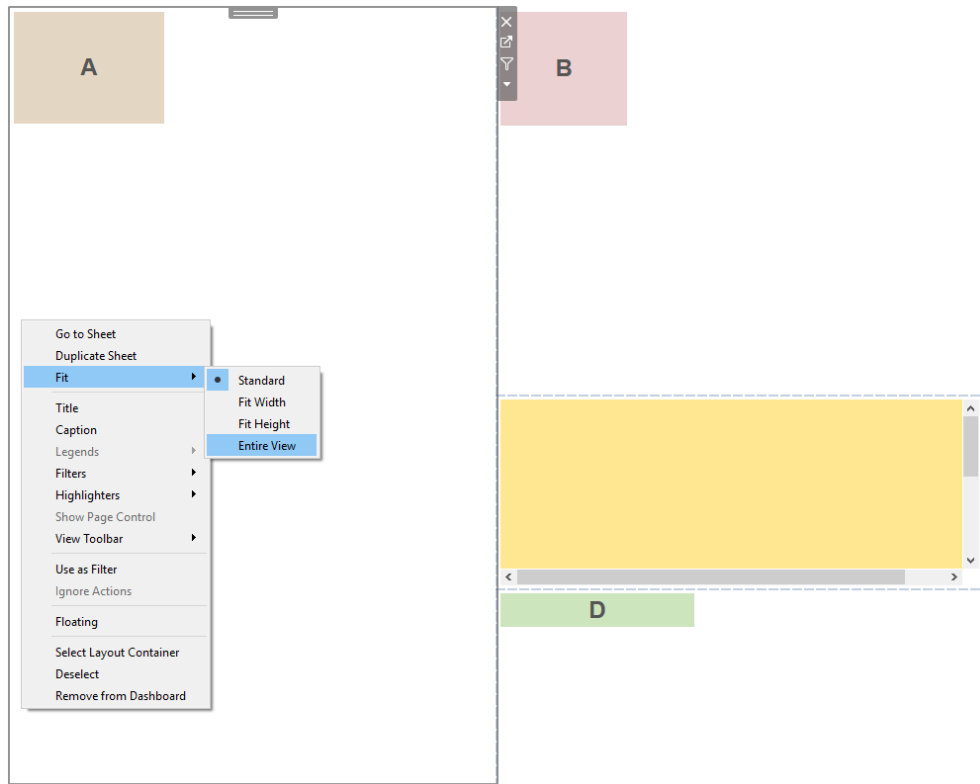## Creating a Simple Layout

Simple Dashboard

1. Open the **Exercise 6 Creating Dashboards** Starter Workbook and locate the **Simple Dashboard.** Let's recreate this dashboard.
2. Drop Sheet A into the view. Container A by default snaps to the entire view. Scrolling over the view will highlight container A's outline and clicking it will provide a delete, go to sheet, and editing toolbar.
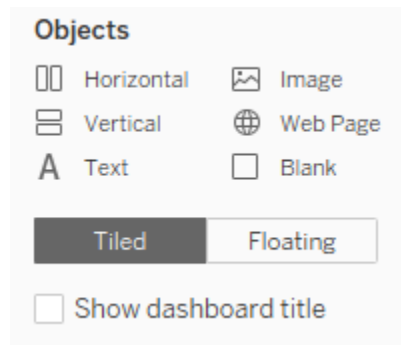
3. It is good practice to position the containers layout first and then refine individual containers afterward. Drop Sheet B into the view by dragging it to the right of Sheet A. Tableau guides container placement with grey shadows.
4. Drag and manipulate sheets C and D to add them to the view.
5. To create the desired layout, we will start by removing all container titles. To remove a container title, right click the top of each container and select Hide Title.
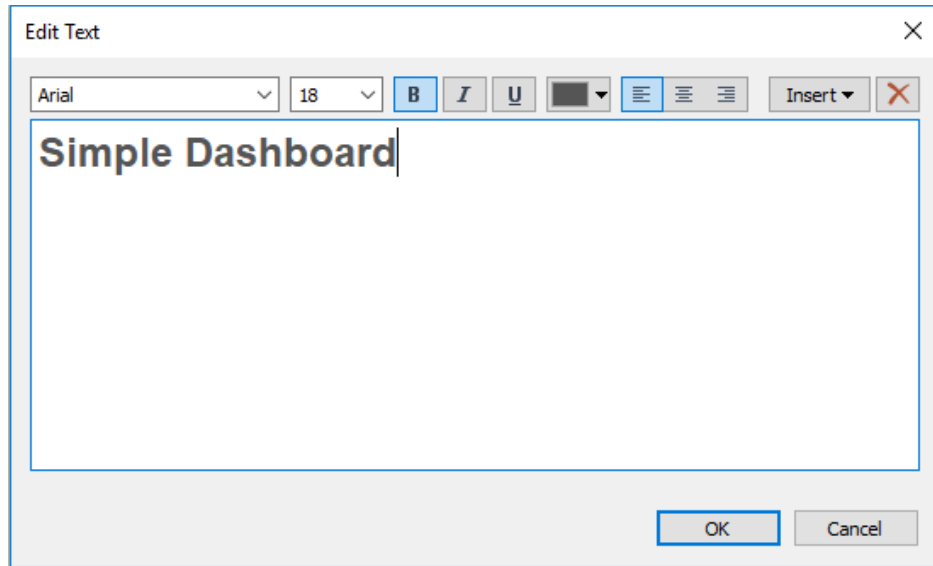

6. To reduce the white space, fit individual sheets to the entire view by clicking the drop-down caret after highlighting a specific container.
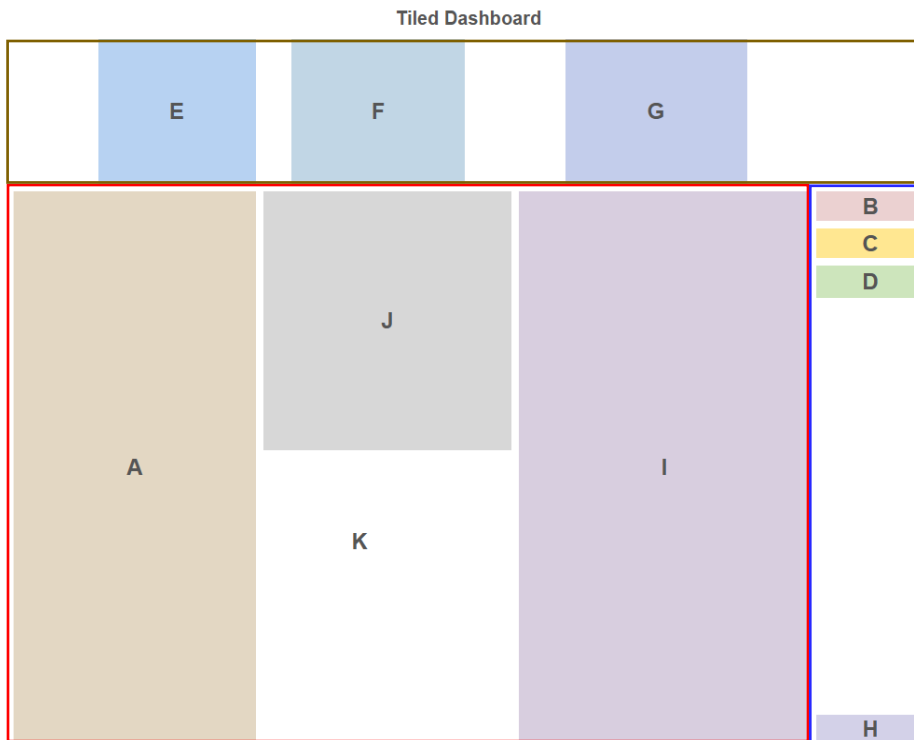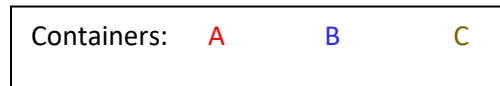
7. Container sizing can be achieved by locating the edge of a container and using the double sized arrow to expand or shrink the bin size

8. To give our dashboard a title, drop the Text Tile from the Objects pane above containers A and B.

9. Edit the Text and add dashboard title "Simple Dashboard."

Edit Text

Arial ⌄   18 ⌄   **B** *I* U̲ ■ ▼ ≡ ≡ ≡   Insert ▼ ✕

Simple Dashboard

OK   Cancel

Creating a Tile Layout

Containers: A   B   C

Tiled Dashboard

E	F		G	

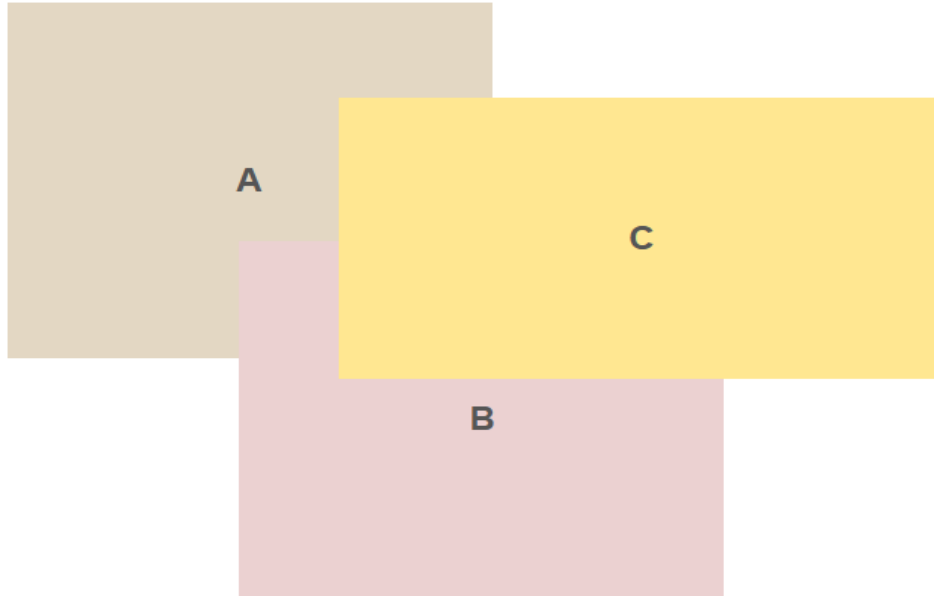| A | J | I | B |
	K		C
			D
			H

1. Navigate to the **Tiled Dashboard** to begin the second layout exercise. You will recreate the dashboard above.
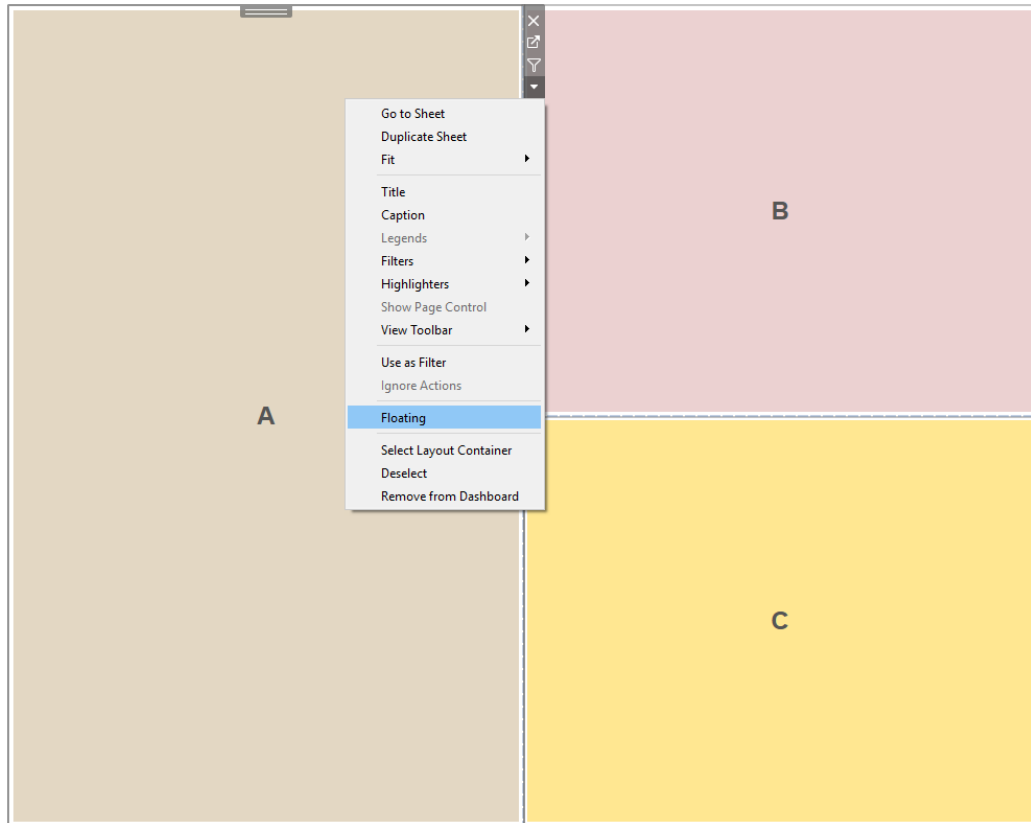
2. Rather than dragging the views into the dashboard first, start by dragging and dropping the Horizontal or Vertical containers from the Objects menu onto the dashboard. Horizontal and Vertical containers form the structure of the dashboard layout. They are used to maintain the hierarchy and placement of your sheets.

3. Drop the necessary horizontal and vertical containers into the view and recreate how the containers are positioned. It is good practice to arrange containers into segments first and then edit the views accordingly.

4. After all containers are in their correct positions, drag and drop the sheets into the appropriate containers and remove each of the container titles. Navigate to the Layout tab and notice that by using horizontal and vertical container objects first, you now have an Item hierarchy that you can use to organize your dashboard.

5. Working in the "A" segment of the dashboard, fit all containers to the entire view, and resize them to achieve the desired result.

6. Moving to the "B" segment of the dashboard, perform a 'fit to entire view' command for containers B, C, and H. To replicate container D's layout, fitting to the width of the container is necessary.

7. Moving to segment E, fit all sheets to the height of the container. Adjusting sheet and container size will help with replicating this segment's positioning but will not always bring containers E and G off from the layout wall. If this becomes an issue, dragging an Object (Empty **Horizontal** Container) to the left of E and right of G will alter the positioning. Alternatively, you can click on the Layout tab and adjust the dimensions of the Inner and Outer Padding to move the views around within the containers while maintaining the fit.

8. Create a "Tiled Dashboard" title.

Creating a Floating Layout

1. Navigate to the **Floating Dashboard** to begin the final layout exercise. You will recreate the dashboard above.
2. While working with floating dashboards, the initial position of each container is not important because they can be easily moved. Drop containers A, B, and C into the view.
3. Hide all titles and fit each container to the entire view.
4. Locate the floating option for each container under the more options caret

5. Position and resize the containers to create the desired view
6. Layer the containers in the correct order by reselecting the more options caret and editing the floating order.