

# Classroom Course Description

# Tableau Server Administration

## Audience

This course provides in-depth coverage of Tableau Server administration. The knowledge and skills acquired are best geared toward those who will be administering a Tableau Server installation, including managing content, users, and permissions.

## Duration

Two days of live classroom or four days of virtual classroom instruction.

## Prerequisites

There are no knowledge prerequisites.

## Course includes

Our Tableau Server Administration course includes extensive hands-on activities to reinforce the skills and knowledge attained.

## At the end of this course, you will have explored the areas below and more:

- User interactions with Tableau Server
- Tableau Server components
- Single-server installation
- Content administration
- Authorization and permissions
- Users, groups, and sites
- Data sources and extracts
- Schedules, tasks, and subscriptions
- Monitoring server status
- Command-line utilities and REST API
- Upgrading a single-server installation to a new version
- Modifying the authentication method

# Course Outline

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## Tableau Server Overview

- Tableau Product Line
- End-User Abilities

## Tableau Server Architecture

- Component Functions
- Server Diagrams

## Single Server Installation

- Technical Specifications
- Tableau Server Installation Checklist
- Configuration Options
- Resolutions for Common Installation Issues
- Installing Tableau Server Software

## User Experience

- Content Navigation, Searching, and Filtering
- Exploring Server Content Types and Objects
- Updating Account Settings
- Setting the Start Page
- Viewing Version Information
- Renaming a Project
- Adding a Workbook Description

## Authorization and Permissions

- Administrator Settings
- Authorization Overview
- Functional Security Model
- Site Roles
- Content Ownership and Permissions
- Permission Rules and Capabilities
- Permissions and the Default Project
- Creating Projects, Local Groups, and a Local User
- Importing Users and Adding Users to Groups
- Granting Permissions to Projects
- Creating a Project Leader
- Publishing and Changing Ownership of a Workbook
- Moving a Workbook
- Site Administration

## Data Sources, Extracts, Schedules, and Subscriptions

- Creating, Publishing, and Connecting to a Data Source
- Data Engine and File Store
- Creating and Publishing Extracts
- Backgrounder
- Schedules
- Subscriptions
- Enabling Subscriptions and Alerts

## Automating Server Tasks

- Automating and Programming Server Tasks
- Tabadmin
- Tabcmd
- Using the REST API

## Monitoring Server

- Viewing Server Status
- Admin Alerts
- Viewing Email Alerts and Admin Views
- Enabling Access to the Repository
- Custom Admin Views
- Licensing Information
- Performance Recording

## Upgrading Tableau Server

- Preparing to Upgrade
- Upgrading Software on the Same Machine
- Modifying the Authentication Method
- Importing AD Groups

## Log Files Administration

- Overview of Log Files
- Archiving Log Files

## Data Security

- Controlling What Users Can See
- User Filters



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