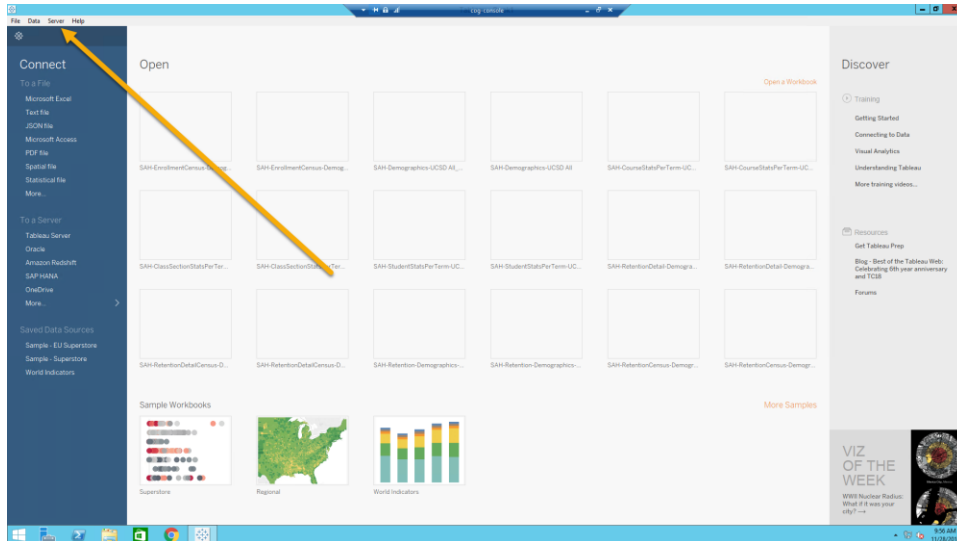


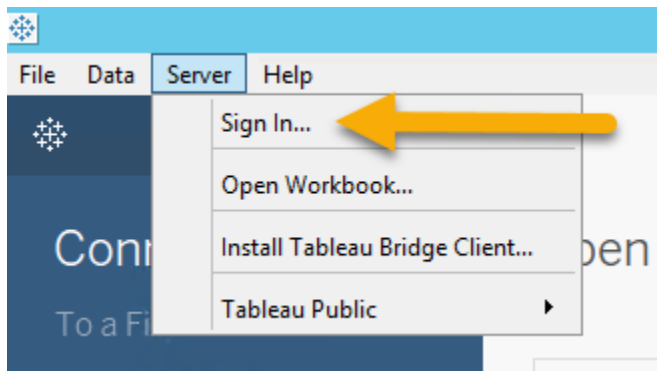
## How to Connect Tableau Desktop to Tableau Server.

This article assumes that you have Tableau Desktop installed.

- 1) Open Tableau Desktop
- 2) Locate the Server menu in the upper left corner.



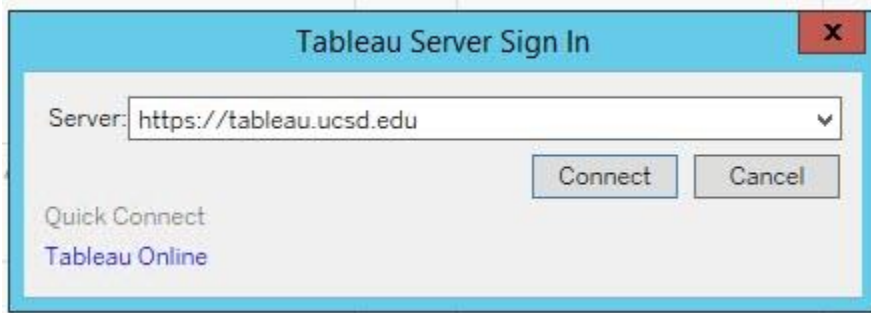
- 3) From the Server menu, select "Sign in..."



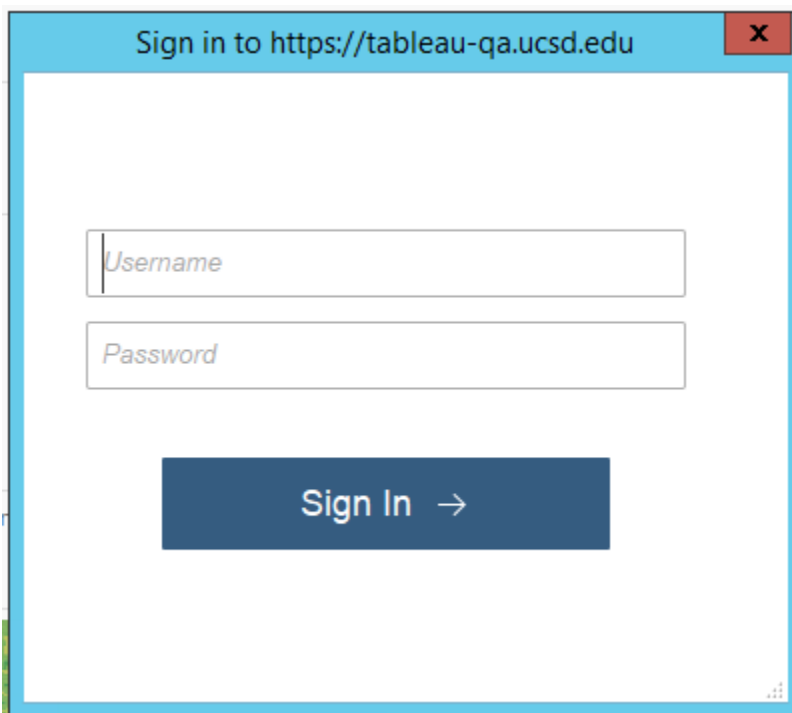
- 4) To Sign into the Tableau QA Server use:



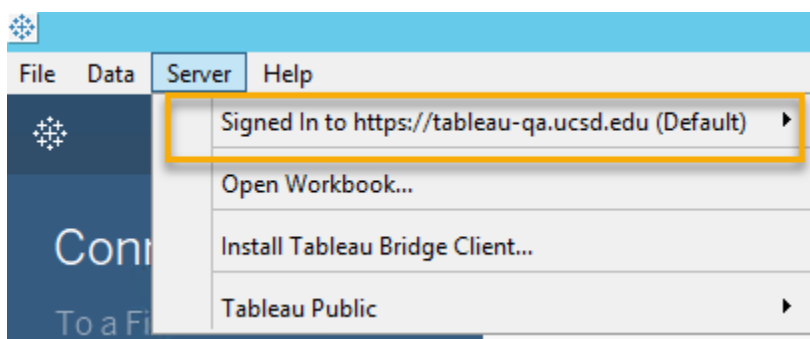
To Sign into the Tableau Production Server use:



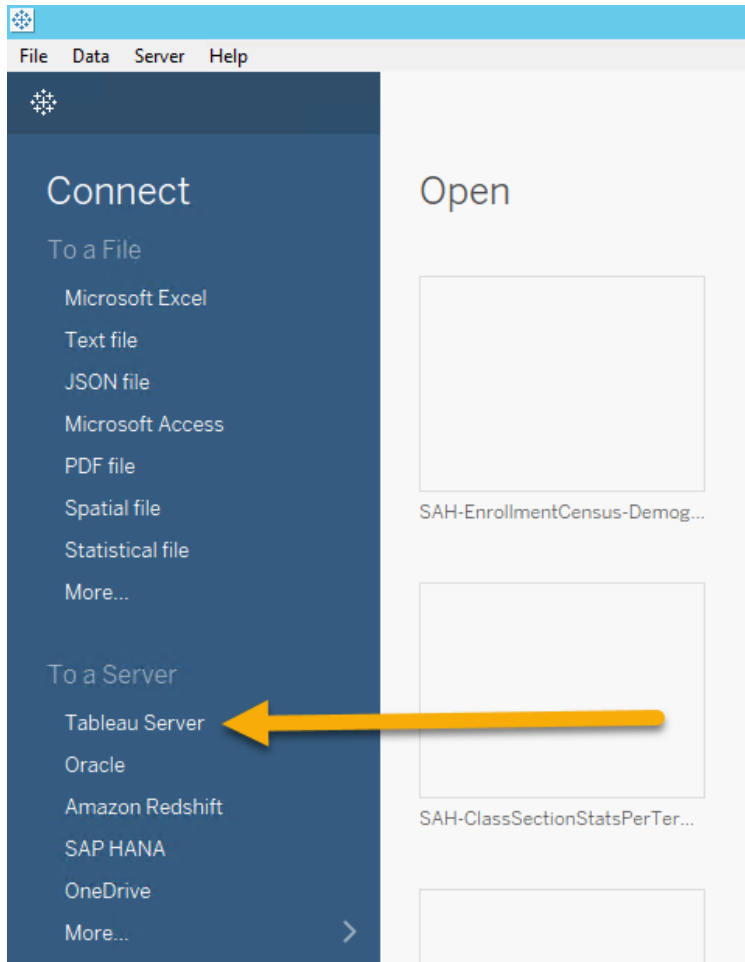
5) Sign in using your Active Directory username and password. This will be the same username and password you use to log into your computer.



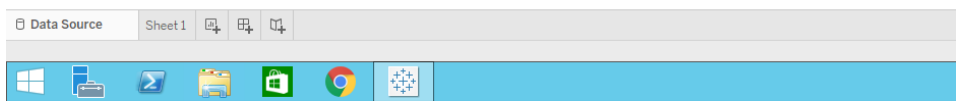
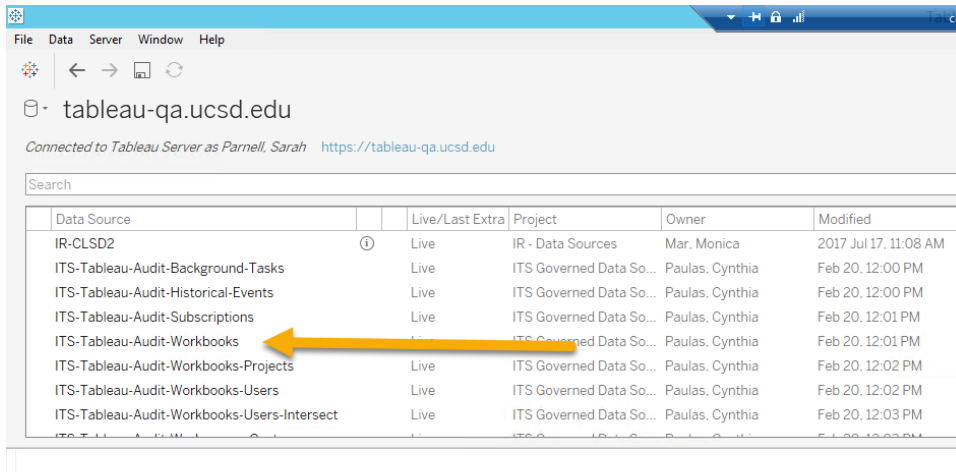
6) You can verify what server you are signed into by opening the Server menu.



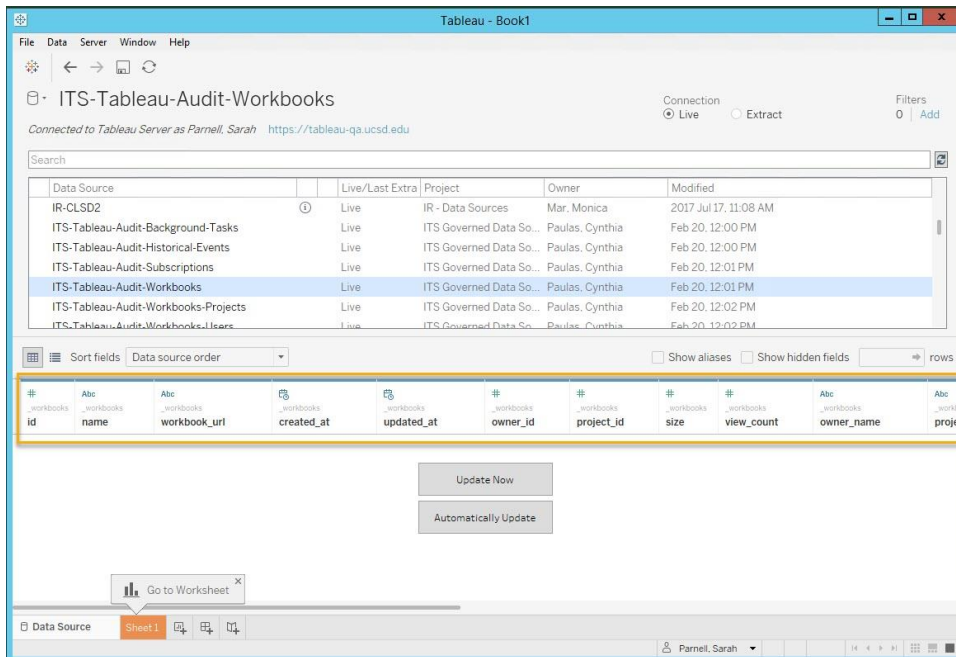
7) After you have signed into the Tableau server you can connect to your Tableau Server data source by clicking on "Tableau Server" from the Connect menu.



8) A workbook will be created and you will be prompted with a list of data sources you have permission to see. Select a data source by clicking on the data source name. Note that the name of the server you are using will also be listed at the top.



9) Once you have selected a data source the field names will populate below. Clicking on 'Update Now' to see the data in each field is optional.



10) You are not ready to click on Sheet 1 and start development.

Tableau - Book1

File Data Server Window Help

ITS-Tableau-Audit-Workbooks

Connected to Tableau Server as Parnell, Sarah <https://tableau-qa.ucsd.edu>

Connection  Live  Extract Filters 0 | Add

Search

Data Source	Live/Last Extra	Project	Owner	Modified
IR-CLSD2	Live	IR - Data Sources	Mar, Monica	2017 Jul 17, 11:08 AM
ITS-Tableau-Audit-Background-Tasks	Live	ITS Governed Data So...	Paulas, Cynthia	Feb 20, 12:00 PM
ITS-Tableau-Audit-Historical-Events	Live	ITS Governed Data So...	Paulas, Cynthia	Feb 20, 12:00 PM
ITS-Tableau-Audit-Subscriptions	Live	ITS Governed Data So...	Paulas, Cynthia	Feb 20, 12:01 PM
ITS-Tableau-Audit-Workbooks	Live	ITS Governed Data So...	Paulas, Cynthia	Feb 20, 12:01 PM
ITS-Tableau-Audit-Workbooks-Projects	Live	ITS Governed Data So...	Paulas, Cynthia	Feb 20, 12:02 PM
ITS-Tableau-Audit-Workbooks-Users	Live	ITS Governed Data So...	Paulas, Cynthia	Feb 20, 12:02 PM

Sort fields Data source order  Show aliases  Show hidden fields rows

#	Abc	Abc	#	#	#	#	Abc	Abc	
_workbooks	_workbooks	_workbooks	_workbooks	_workbooks	_workbooks	_workbooks	_workbooks	_workbooks	
id	name	workbook_url	created_at	updated_at	owner_id	project_id	size	view_count	owner_name

Update Now

Automatically Update

Go to Worksheet

Data Source Sheet 1

Parnell, Sarah