HEEA

Transforming Data into Decisions

Tableau – VSTV Training

SARAJEVO

NOVEMBER 2025

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Training plan – high level

Description	Date
~~Day 1 – Basic training (done)~~	~~07.11.2025~~
~~Day 2 – Hands On (done)~~	~~13.11.2025~~
Day 3 – Hands on Vis, Create Dashboards	17.11.2025
Day 4 – Hands on Dashboards 2, Mapping with Tableau	18.11.2025

This presentation can be downloaded from

https://edukacija.heea-consulting.com/

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Day 3 agenda

- ✓9:00 – 11:00 Tableau functions, Hands on – Day2 continue
- ✓**11:00-11:45 – Lunch break**
- ✓11:45: 13:00 - Hands on
- ✓**13:00: 13:10 – coffee break**
- ✓13:10: 14:10 – Hands on
- ✓**14:10: 14:20 – coffee break**
- ✓14:20: 15:00 – Tableau dashboard

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Objectives – Day 3

Functions

- Functions overview

Hands-on

- Re-create sample charts – Day2 continue.

Dashboard

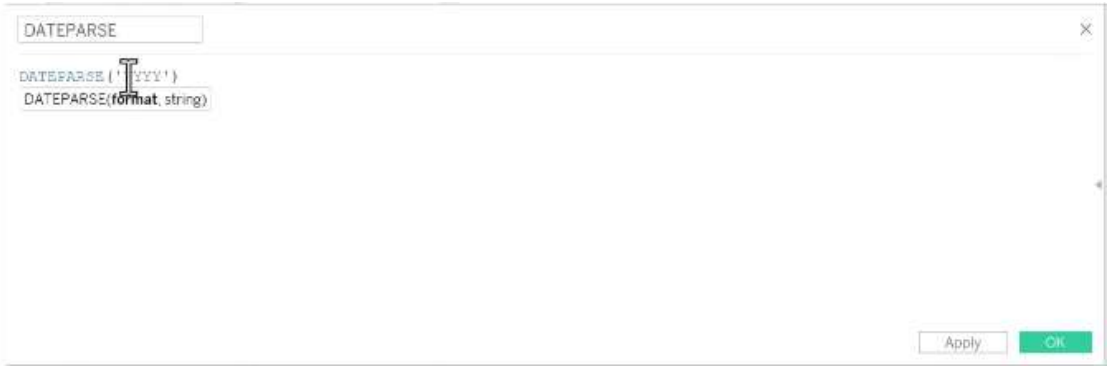
- Dashboard design
- Create sample charts

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Tableau functions - Date

Date function – Convert string to date
- Create new calculated filed



DATEADD = add to date / days or months
- DATEADD('week', 1, [datum]) --- Add one week
- DATEADD('day', 60, [datum]) --- Add 60 days

DATEDIFF = Returns the number of date parts (weeks, years) between two dates.
- DATEDIFF('day', [Datum_prijema], [Datum_rjesenja]) -- number of days between two days
- DATEDIFF('day', [Datum_prijema], [Datum_rjesenja]) -- number of months between two days

DATEPARSE = Returns specifically formatted strings as dates.
- DATEPARSE('yyyy-MM-dd', [Datum_prijema]) -- if Datum_prijema string, return valid date

DATEPART = return only part of date as string
- DATEPART('year', #1986-03-25#) = 1986
- DATEPART('month', #1986-03-25#) = 3

NOW = date and time at this moment
- NOW()

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Tableau functions - String

CONTAINS = Returns true if the given string contains the specified substring
- CONTAINS("Calculation", "alcu") = true

FIND = Returns the index position of substring in string, or 0
- FIND("Calculation", "alcu") = 2
- FIND(“Sadik", “ik") = 4

LEFT/RIGHT = Returns the left-most <number> of characters
- LEFT("Matador", 4) = "Mata“
- RIGHT("Calculation", 4) = "tion"

LOWER = Returns the provided <string> in all lowercase characters.
- LOWER(“VSTV") = “vstv“
- UPPER(“vstv") = " VSTV "

LTRIM/RTRIM = Returns the provided <string> with any leading spaces removed.
- LTRIM(" Matador ") = "Matador “
- RTRIM(" Calculation ") = " Calculation"

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Tableau functions - Number

ABS = Returns the absolute value of the given

- ABS(-7) = 7
- ABS(-3) = 3

ROUND = Rounds <number> to a specified number of digits

- ROUND(1/3, 2) = 0.33
- ROUND(1/3, 1) = 0.3

FLOOR = Rounds a number to the nearest <number> of equal or lesser value.

- FLOOR(7.9) = 7
- FLOOR(7.2) = 7

DIV = Returns the integer part of a division operation

- DIV(11,2) = 5

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Tableau functions – Logic IF

IF <test1> THEN <then1>

[ELSEIF <test2> THEN <then2>...]

[ELSE <default>]

END

IF [Kanton] = “KS" THEN ‘Sarajevo'

ELSEIF [Season] = "Unsko-sanski kanton" THEN ‘Bihac'

ELSE ‘Nepoznati'

END

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Tableau functions – Logic CASE

CASE <expression>

WHEN <value1> THEN <then1>

WHEN <value2> THEN <then2>

...

[ELSE <default>]

END

CASE [Kanton]

WHEN ‘KS' THEN ‘Sarajevo'

WHEN 'Unsko-sanski kanton' THEN 'Bihac'

ELSE 'Nepoznati'

END

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Tableau functions – table functions

Index()

Year of Order Date	Quarter of Order Date	Region: Central	East	South	West
2009	Q1	$160,877	$231,411	$133,934	$185,961
	Q2	$197,213	$204,914	$337,813	$213,507
	Q3	$302,678	$165,201	$283,806	$206,512
	Q4	$297,208	$226,983	$214,845	$230,291
2010	Q1	$180,609	$180,123	$273,943	$251,145
	Q2	$195,785	$224,882	$251,391	$195,976
	Q3	$116,613	$50,363	$194,601	$102,731

	INDEX()
$160,877	1
$197,213	2
$302,678	3
$297,208	4
$180,609	5
$195,785	6
$116,613	7

LAST ()

Year of Order Date	Quarter of Order Date	Region: Central	East	South	West
2009	Q1	$160,877	$231,411	$133,934	$185,961
	Q2	$197,213	$204,914	$337,813	$213,507
	Q3	$302,678	$165,201	$283,806	$206,512
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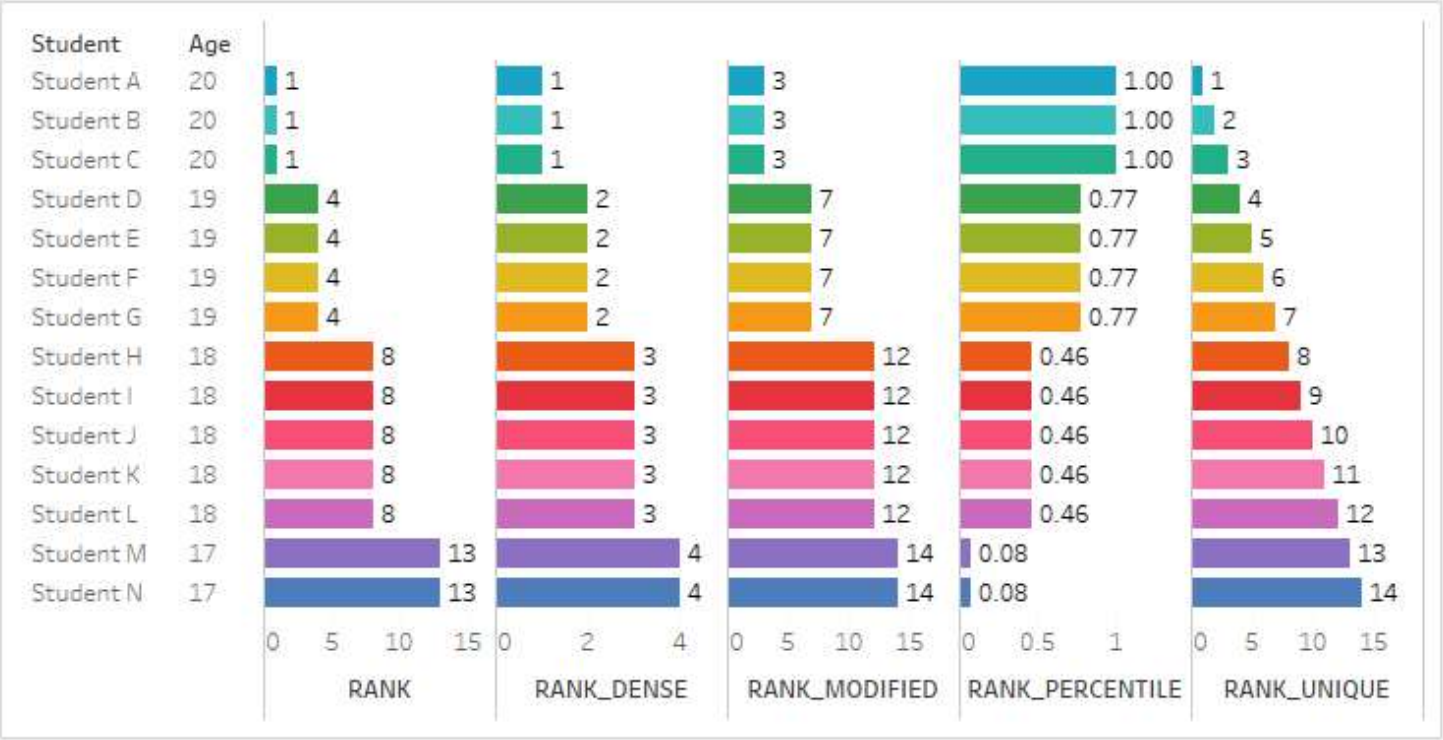
	LAST()
$160,877	6
$197,213	5
$302,678	4
$297,208	3
$180,609	2
$195,785	1
$116,613	0

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Tableau functions – table functions

RANK(Age)

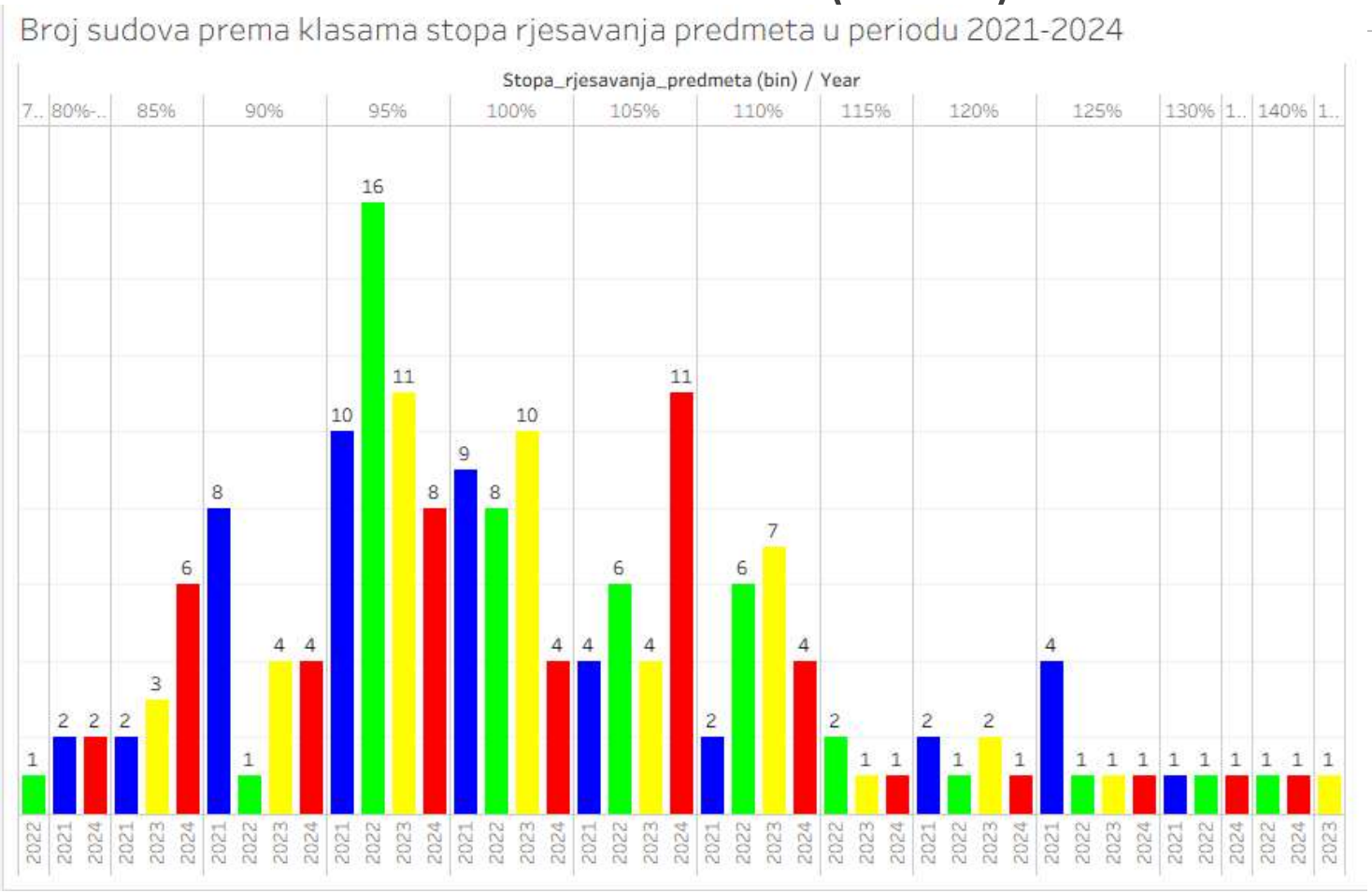


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Hands on exercise – 4 (bins)

Data Sheet: Vjezba 2

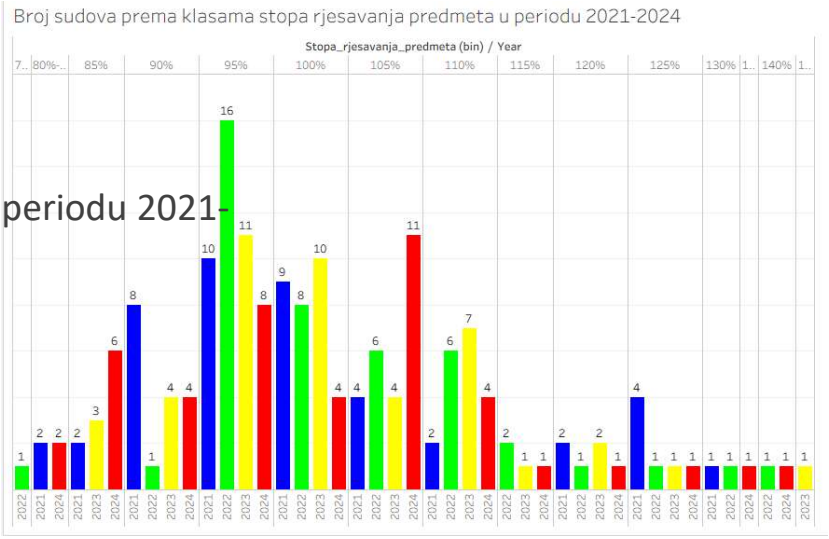


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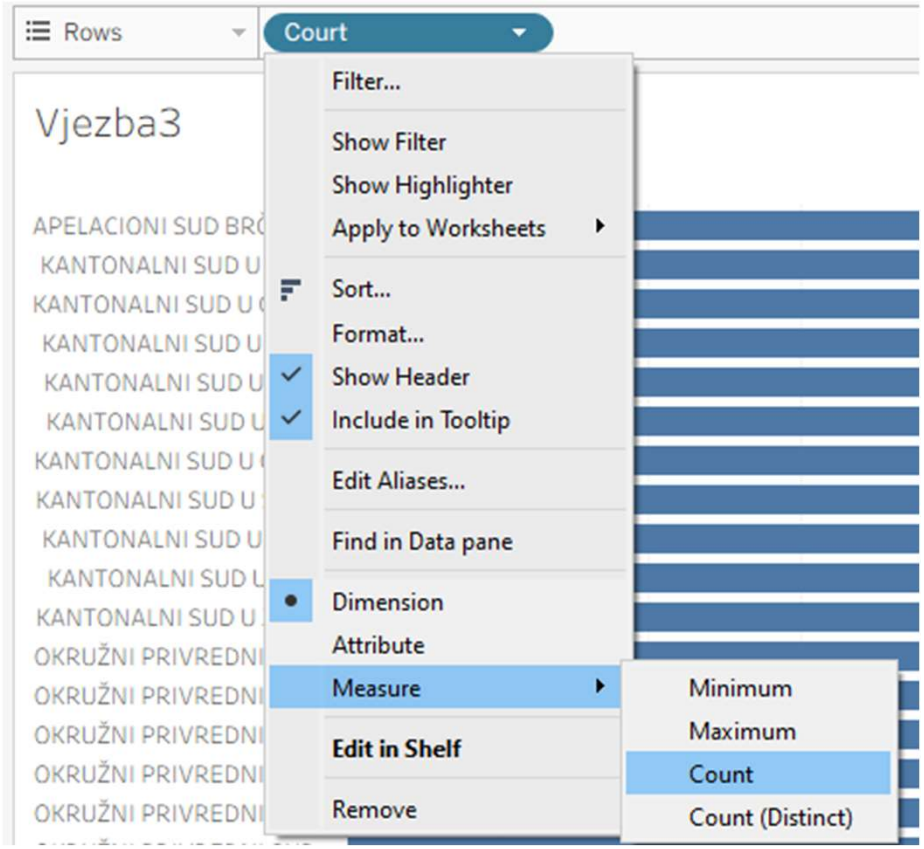
Hands on exercise 4

- Create new sheet “4”
- Note: stopa_rjesavanja_predmeta is calcuated field created in previus exercise
- Format: Stopa rjesevanja predmeta in %
- Create bin: Stopa rjesavanja predmeta, size of bins is 0.05
- Show BarChart showing names of count(courts) vs stopa_rjesavanja_predmeta and Year (bin)
- Show number of courts in each bin (on the chart)
- Filter: Year, Entity (Federation only), Court
- Color for each year
- Replace bin axes labels from 65.00% to 65%-70% (top)
- Give it a lable «Broj sudova prema klasama stopa rjesavanja predmeta u periodu 2021-2024»



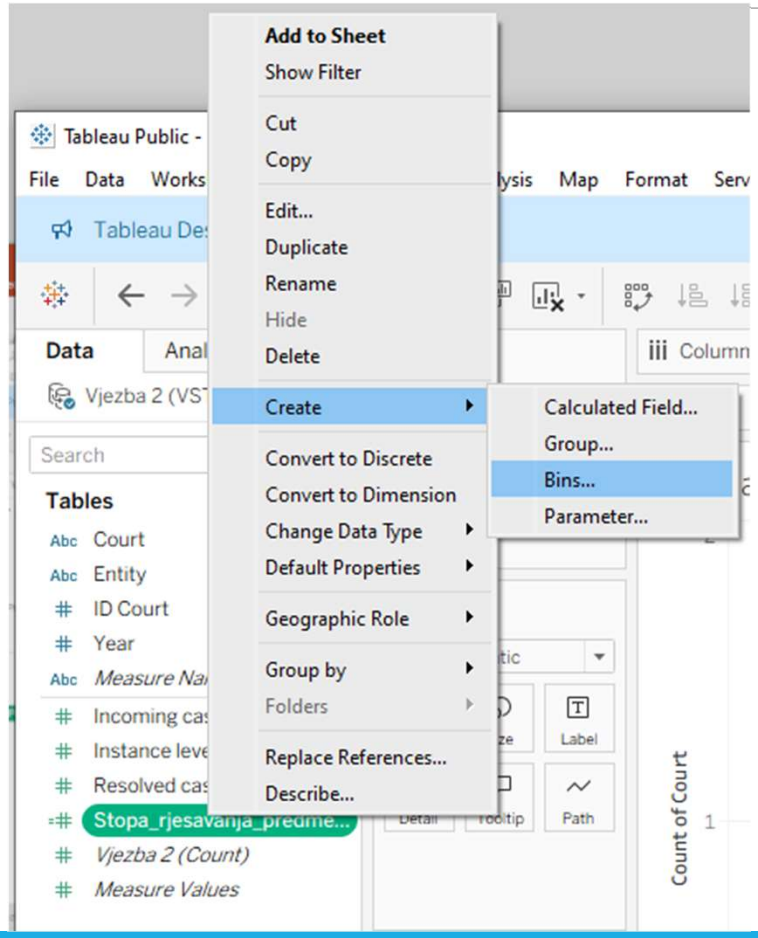
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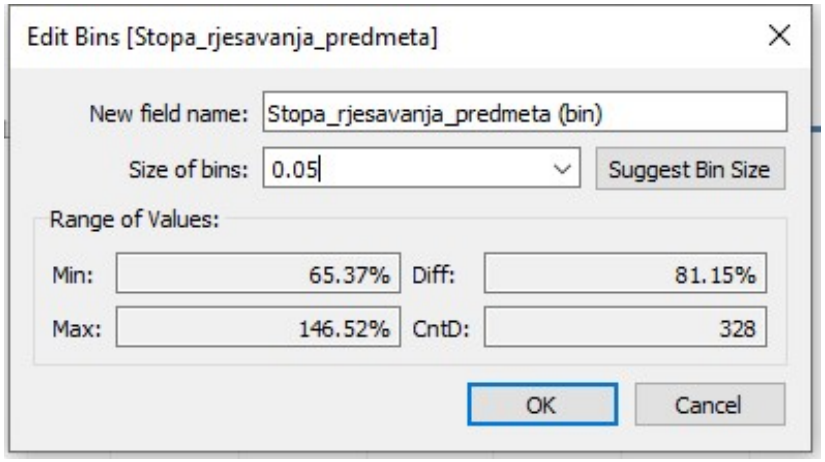
Covert to number of courts, not names



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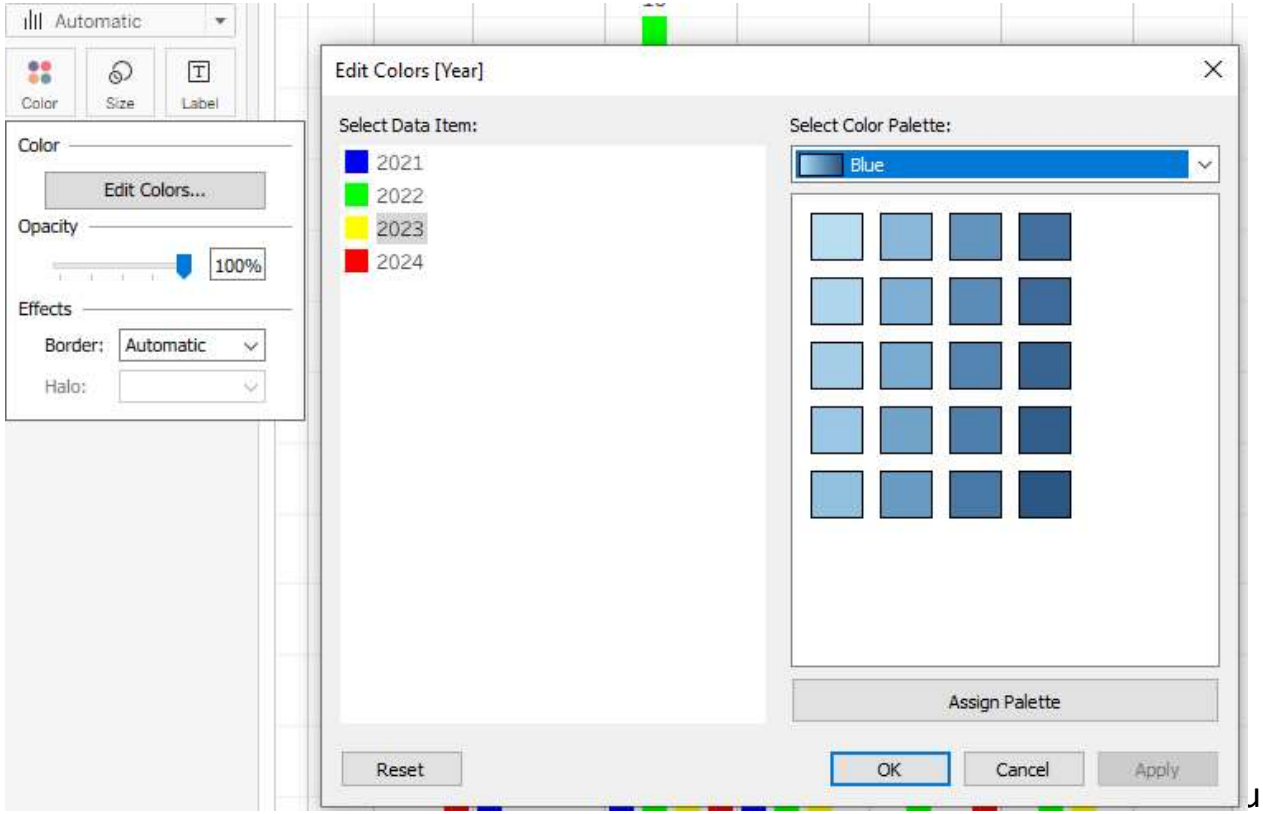
Create bin


Add to Sheet
Show Filter
Cut
Copy
Edit...
Duplicate
Rename
Hide
Delete
Create
Convert to Discrete
Convert to Dimension
Change Data Type
Default Properties
Geographic Role
Group by
Folders
Replace References...
Describe...
Calculated Field...
Group...
Bins...
Parameter...
Tableau Public -
File
Data
Works
Map
Format
Data
Search
Tables
Court
Entity
ID Court
Year
Incoming cas
Instance leve
Resolved cas
Stopa_rjesavanja_predme...
Vjezba 2 (Count)
Measure Values
Label
Path
Count of Court


Edit Bins [Stopa_rjesavanja_predmeta]
New field name:
Stopa_rjesavanja_predmeta (bin)
Size of bins:
0.05
Suggest Bin Size
Range of Values:
Min:
65.37%
Diff:
81.15%
Max:
146.52%
CntD:
328
OK
Cancel

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Show marks – bin values and colors

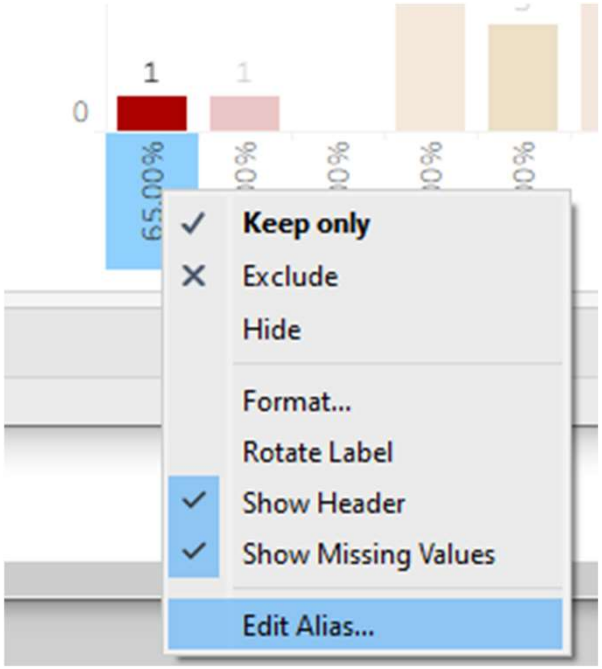


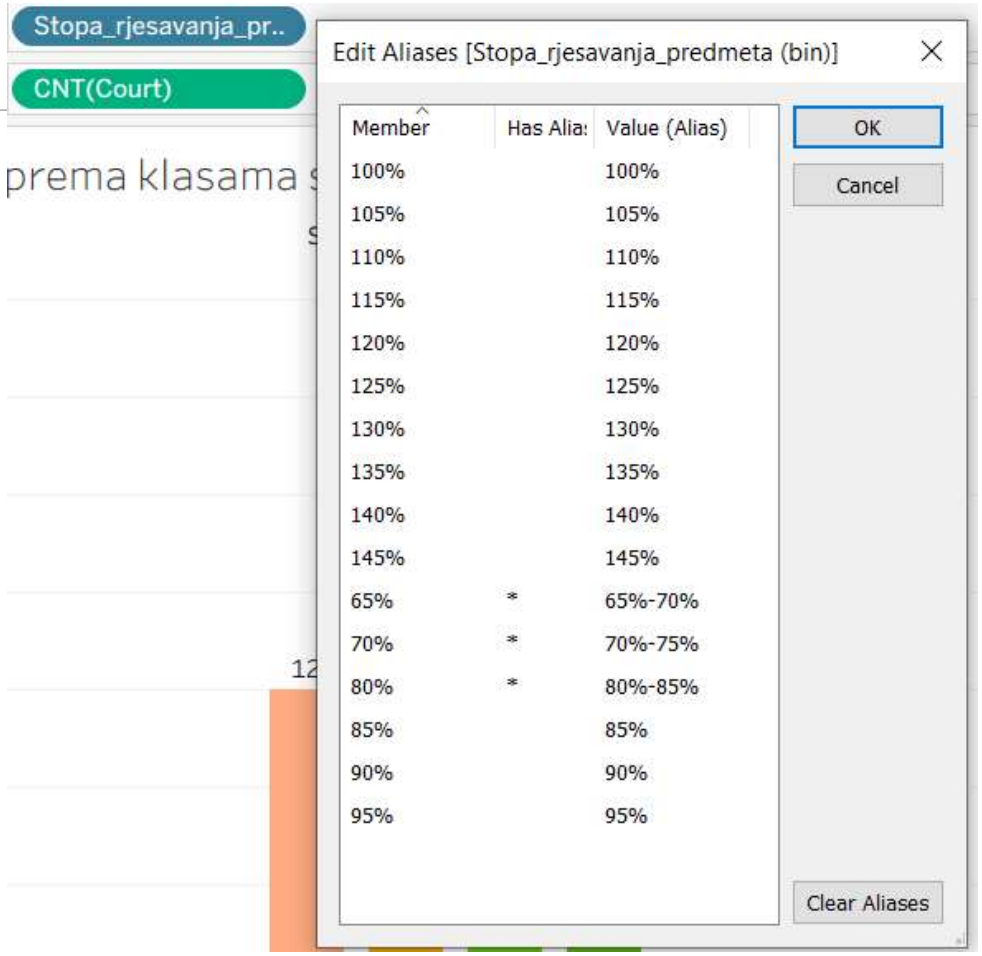
ultiple values to help with grouping

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Lables

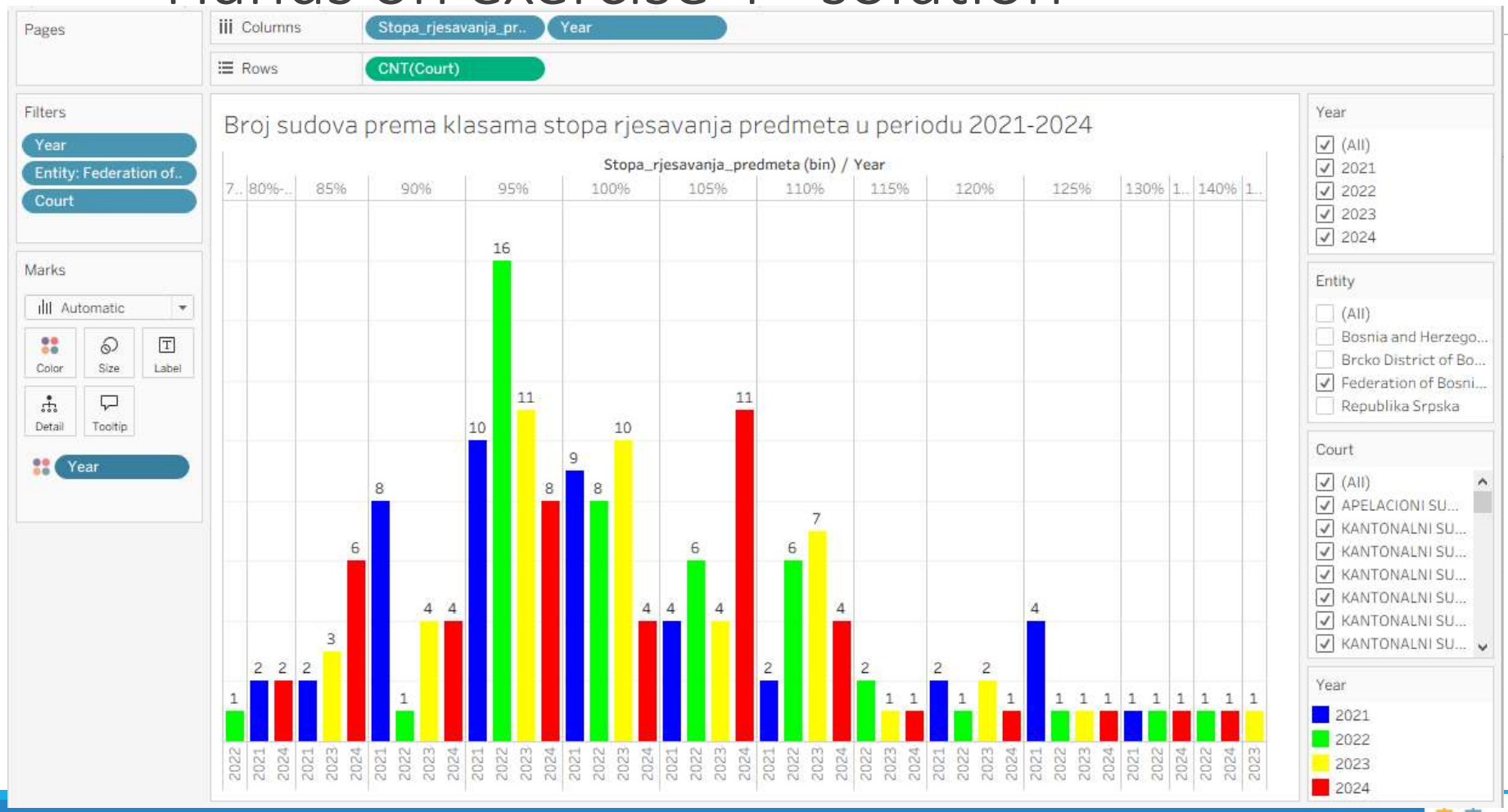

1
1
0
65.00%
Keep only
Exclude
Hide
Format...
Rotate Label
Show Header
Show Missing Values
Edit Alias...


Stopa_rjesavanja_pr..
CNT(Court)
prema klasama
Edit Aliases [Stopa_rjesavanja_predmeta (bin)]
Member
Has Alia
Value (Alias)
100% 100%
105% 105%
110% 110%
115% 115%
120% 120%
125% 125%
130% 130%
135% 135%
140% 140%
145% 145%
65% * 65%-70%
70% * 70%-75%
80% * 80%-85%
85% 85%
90% 90%
95% 95%
OK
Cancel
Clear Aliases

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Hands on exercise 4 - solution

Data Sheet: Vjezba 2

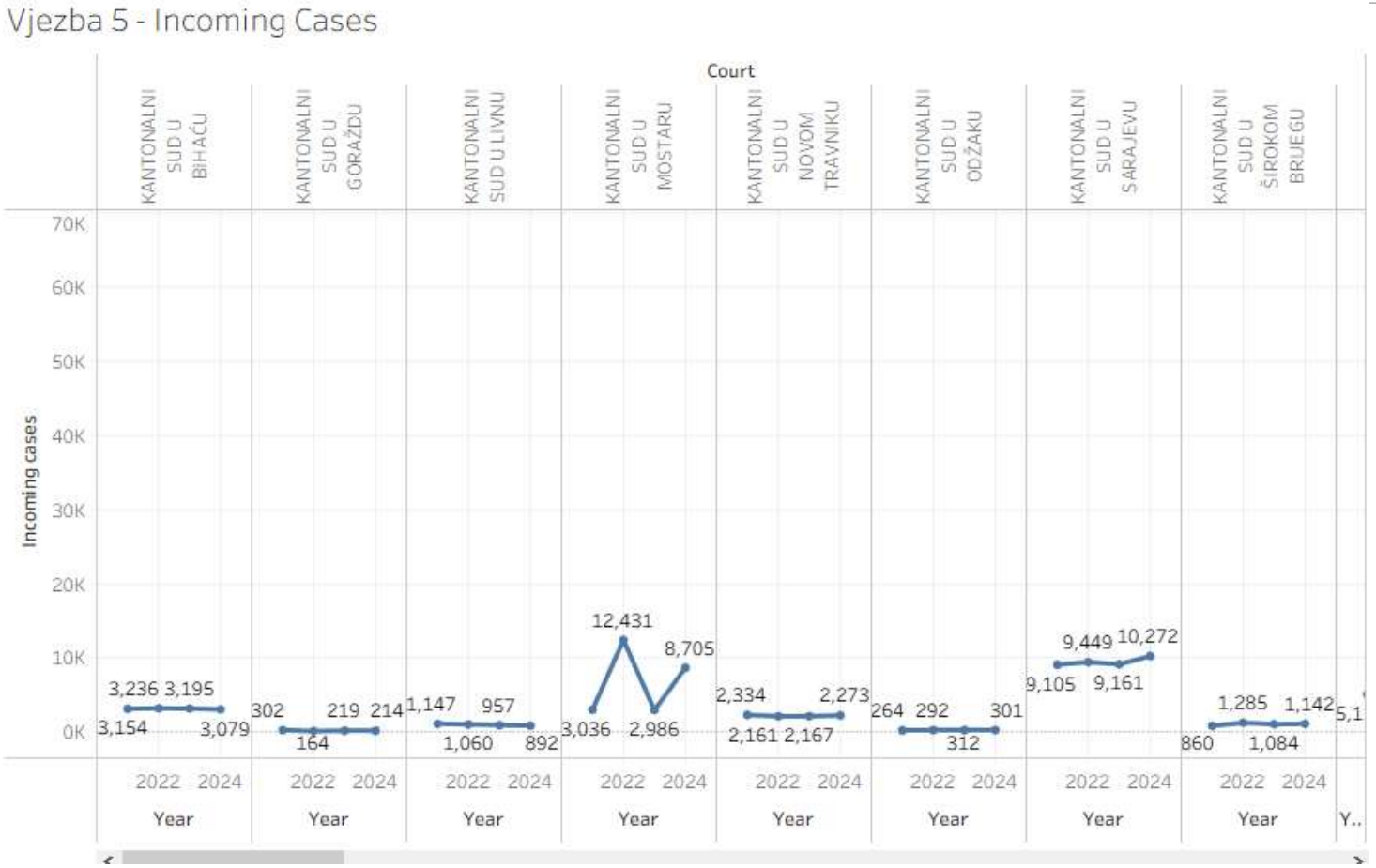


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Hands on exercise 5

Data Sheet: Vjezba 2



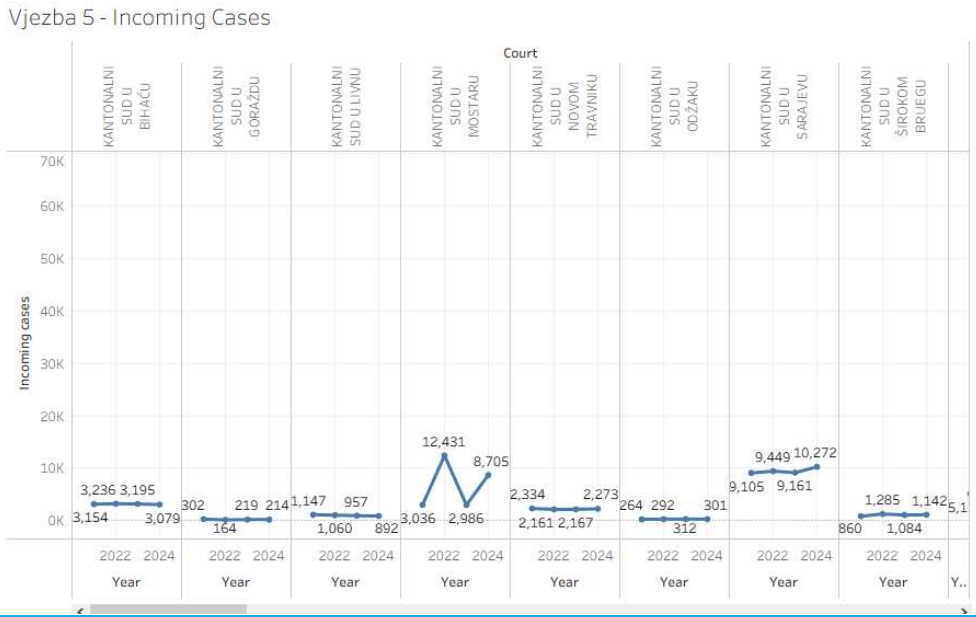
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Hands on exercise 5

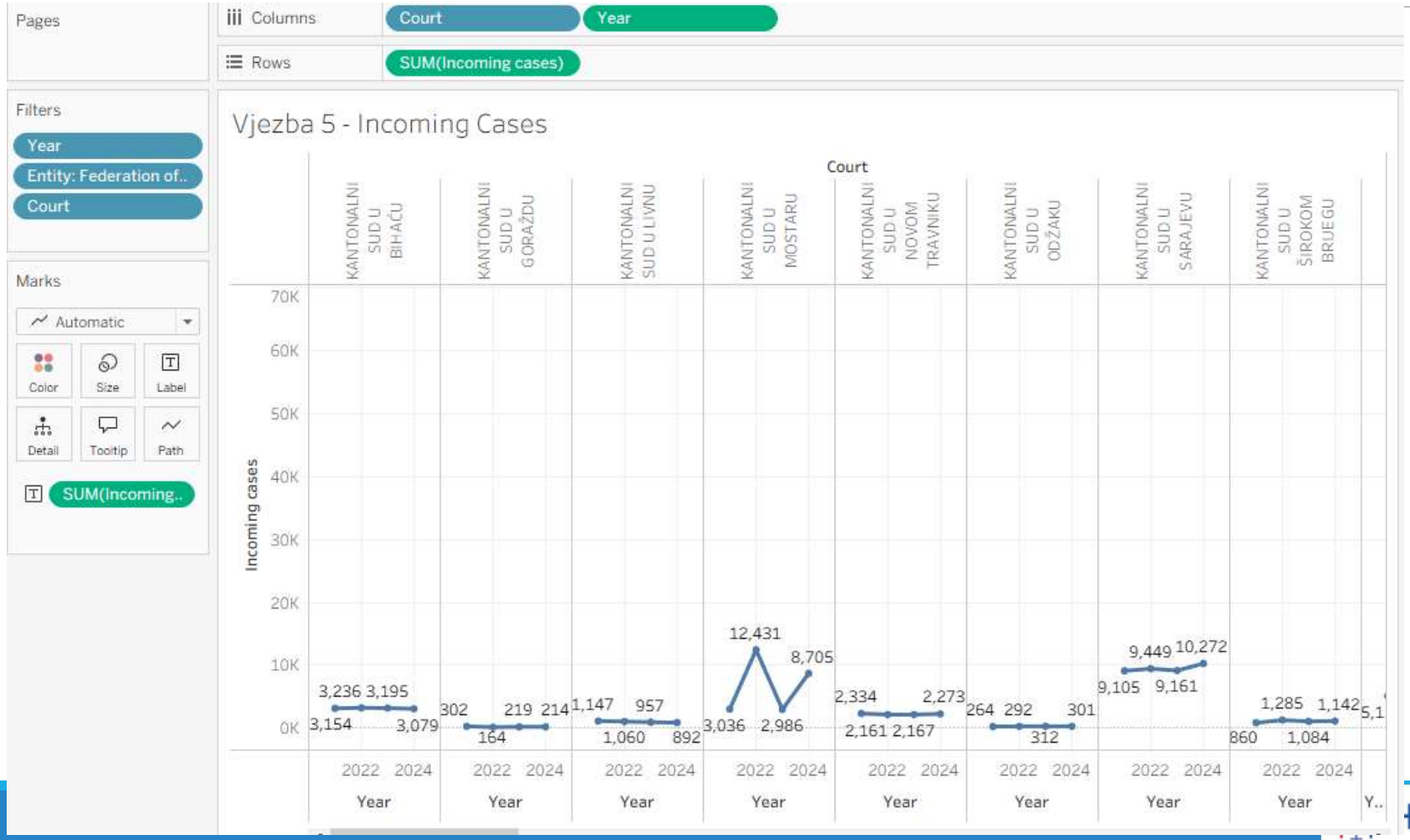
Data Sheet: Vjezba 2

- Create new sheet “5”
- Use data Sheets Vjezba 2
- Drag Court and Year to Columns , Drag “Incoming cases” to Rows
- Filter: Year, Entity (Federation only), Court
- Give it a lable «Incoming Cases»



tableau

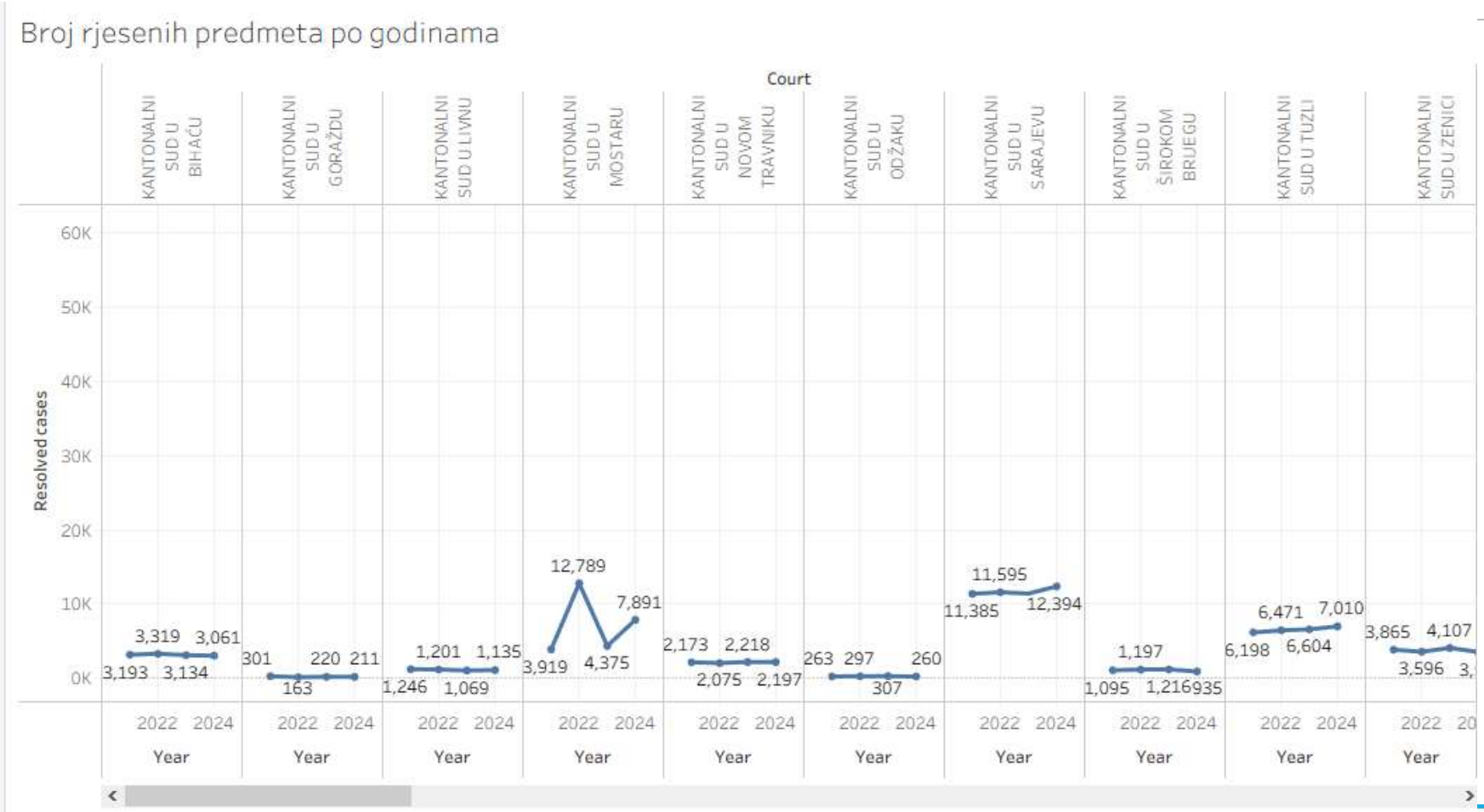
Hands on exercise 5 - Solution



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Hands on exercise 6

Data Sheet: Vjezba 2



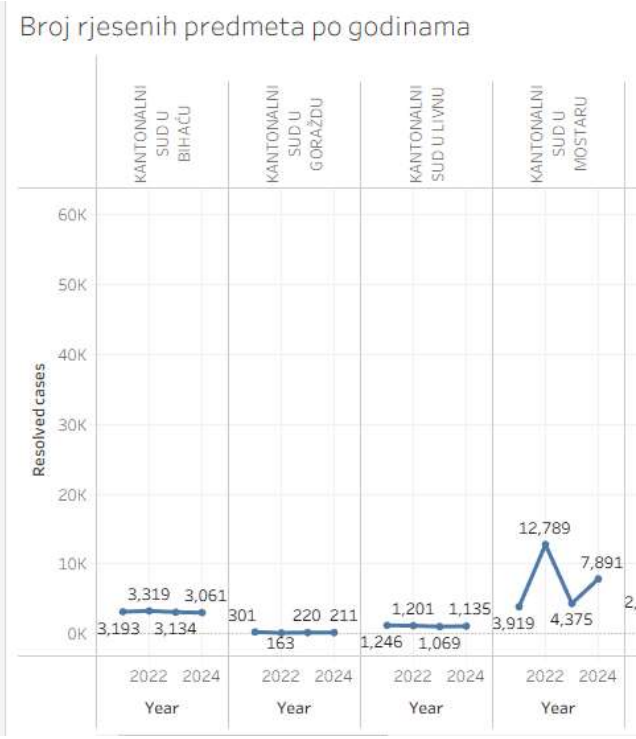
tableau

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Hands on exercise 6

Data Sheet: Vjezba 2

- Create new sheet “6”
- Use data Sheets Vjezba 2
- Drag Court and Year to Columns , Drag “Resolved cases” to Rows
- Filter: Year, Entity (Federation only)
- Give it a lable «Broj rjesenih predmeta po godinama»



tableau

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Hands on exercise 6 - Solution

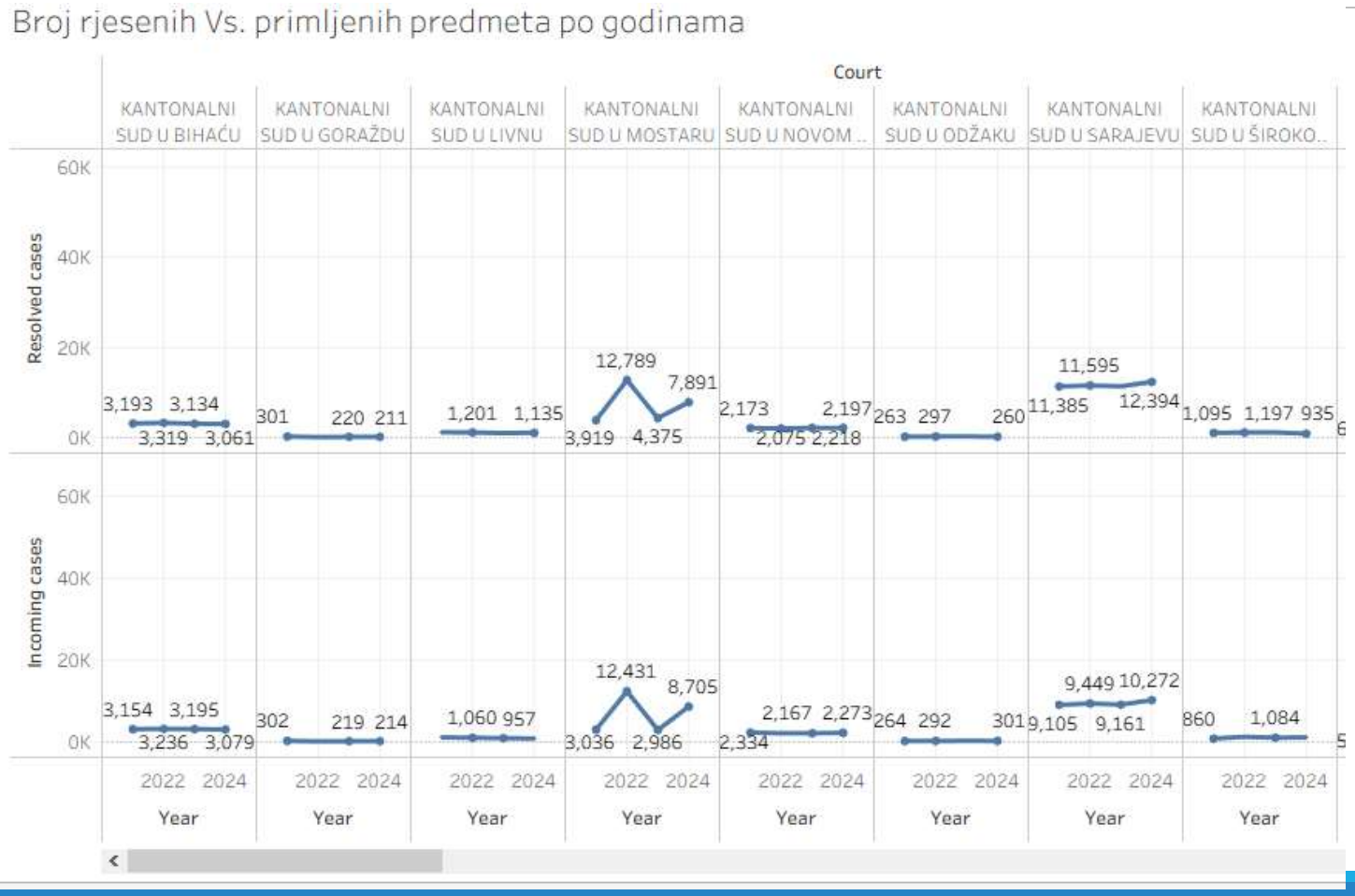


tableau

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Hands on exercise 7

Data Sheet: Vjezba 2

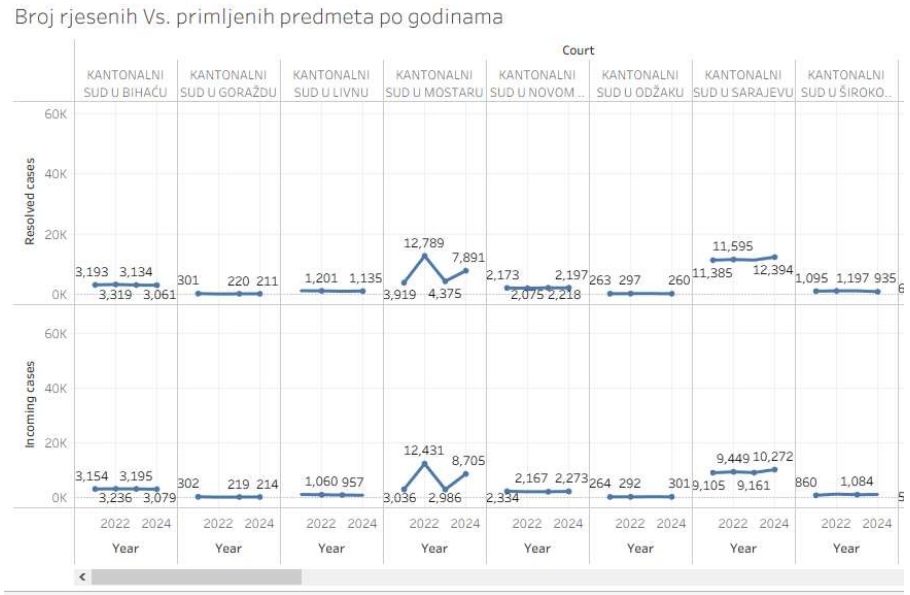


tableau

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Hands on exercise 7

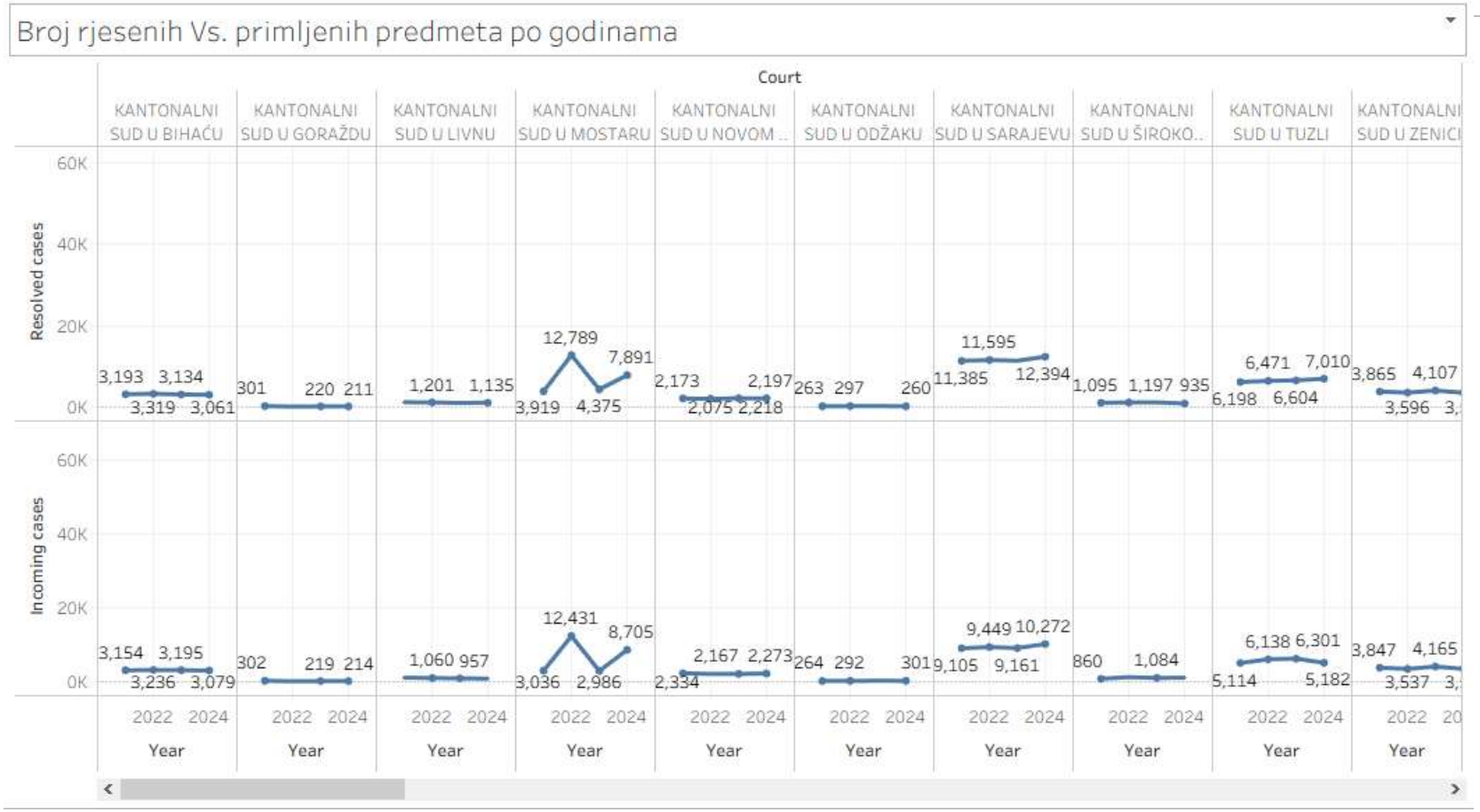
- Create new sheet “7”
- Use data Sheets Vjezba 2
- Drag Court and Year to Columns , Drag “Resolved cases” & “Incoming cases” to Rows
- Filter: Year, Entity (Federation only) Give it a lable «Broj rjesenih Vs. primljenih predmeta po godinama»



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Hands on exercise 7 - Solution

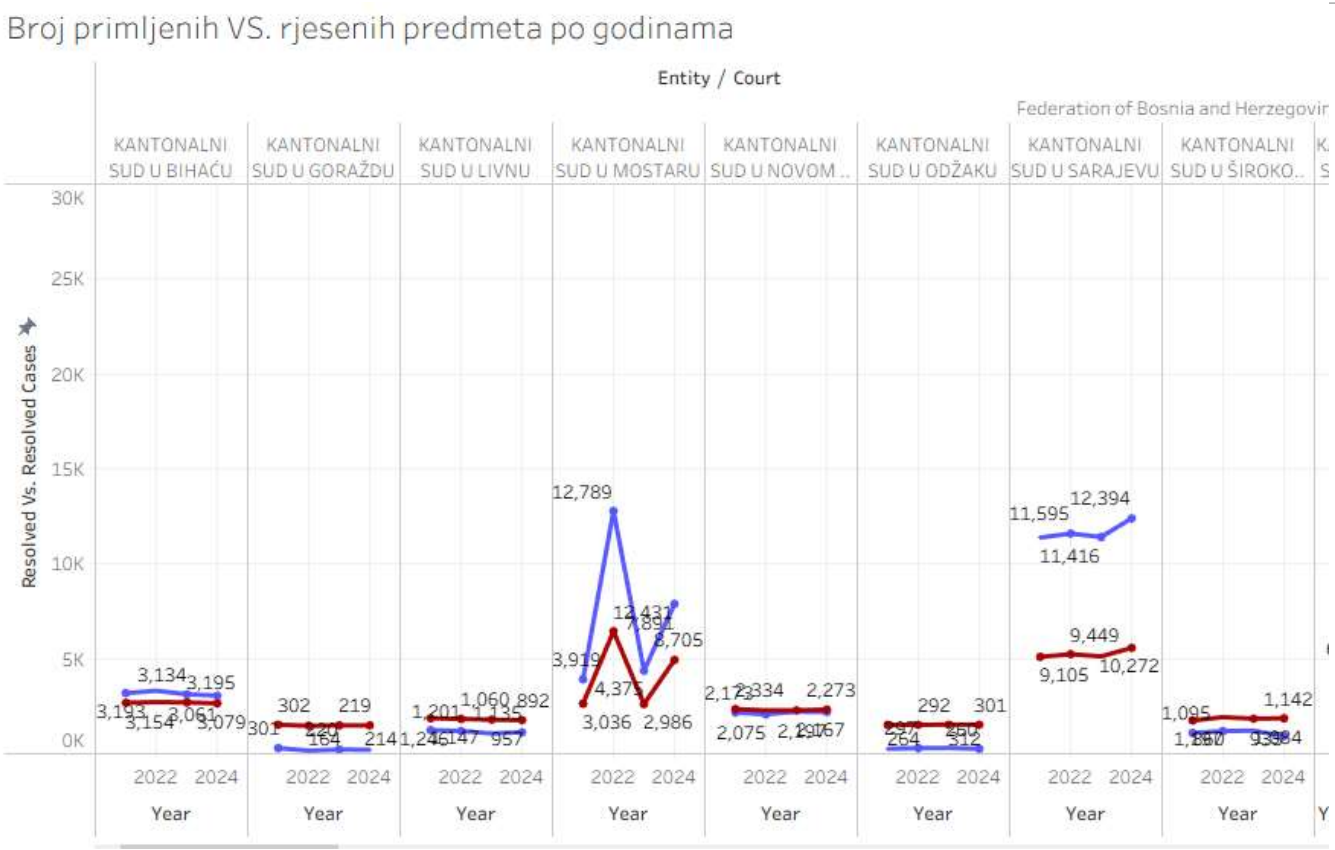


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Hands on exercise 8

Data Sheet: Vjezba 2

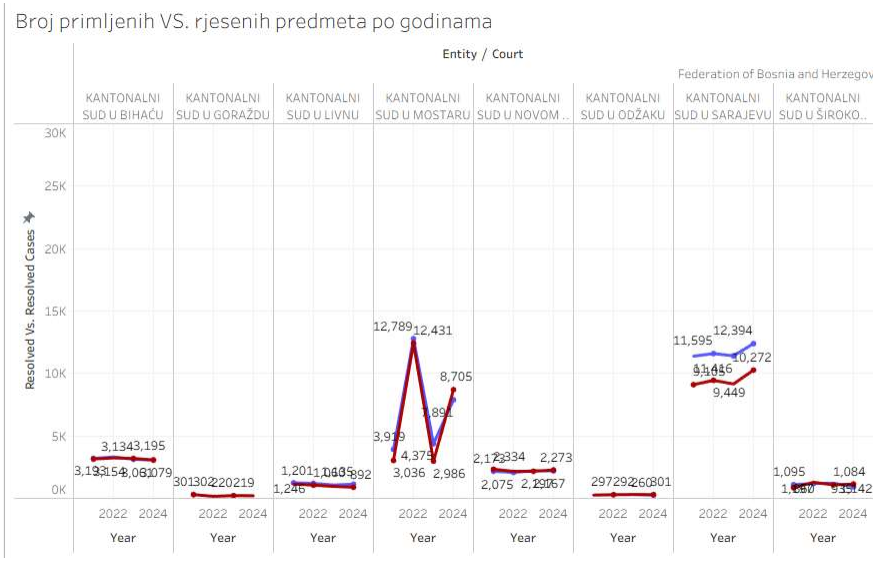


tableau

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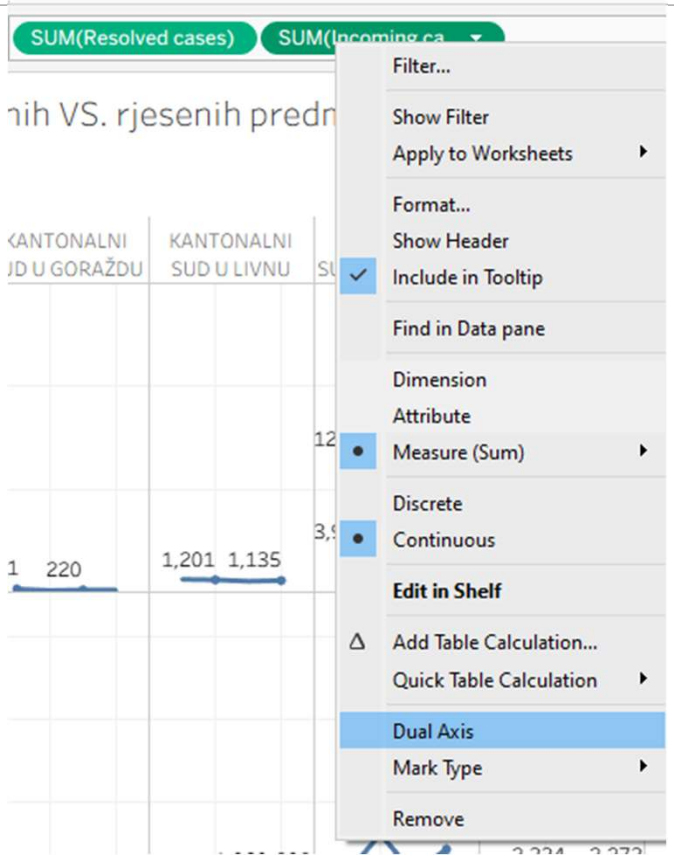
Hands on exercise 8

- Create new sheet “8”
- Use data Sheets Vjezba 2
- Drag Court and Year to Columns , Drag “Resolved cases” & “Incoming cases” to Rows
- Dual Axes for Drag “Resolved cases” & “Incoming cases”
- Filter: Year, Entity (Federation only)
- Give it a lable «Broj primljenih VS. rjesenih predmeta po godinama po godinama»



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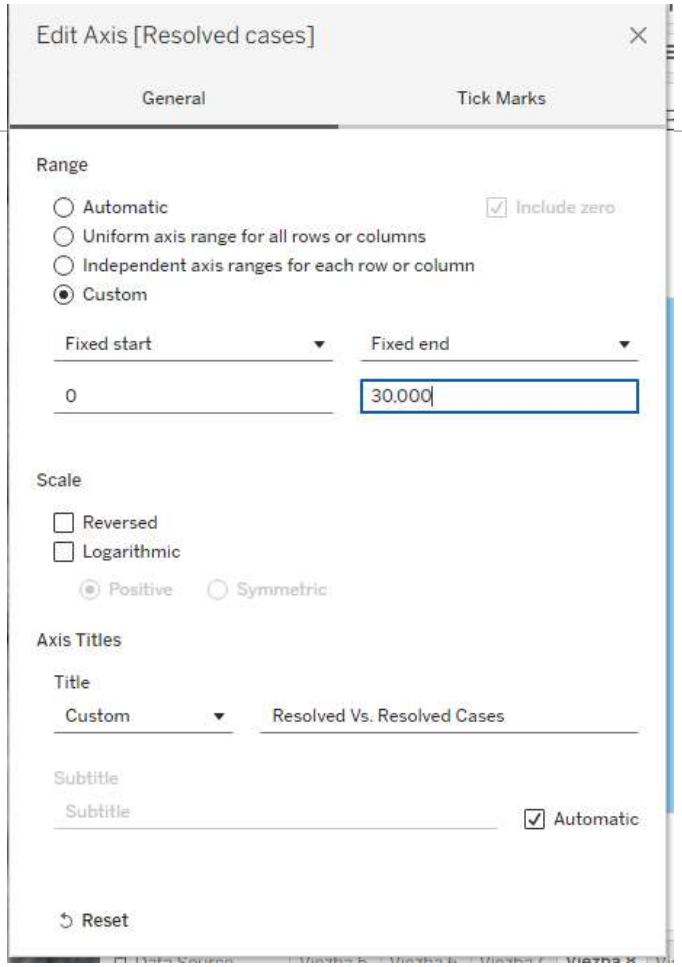
Dual axis



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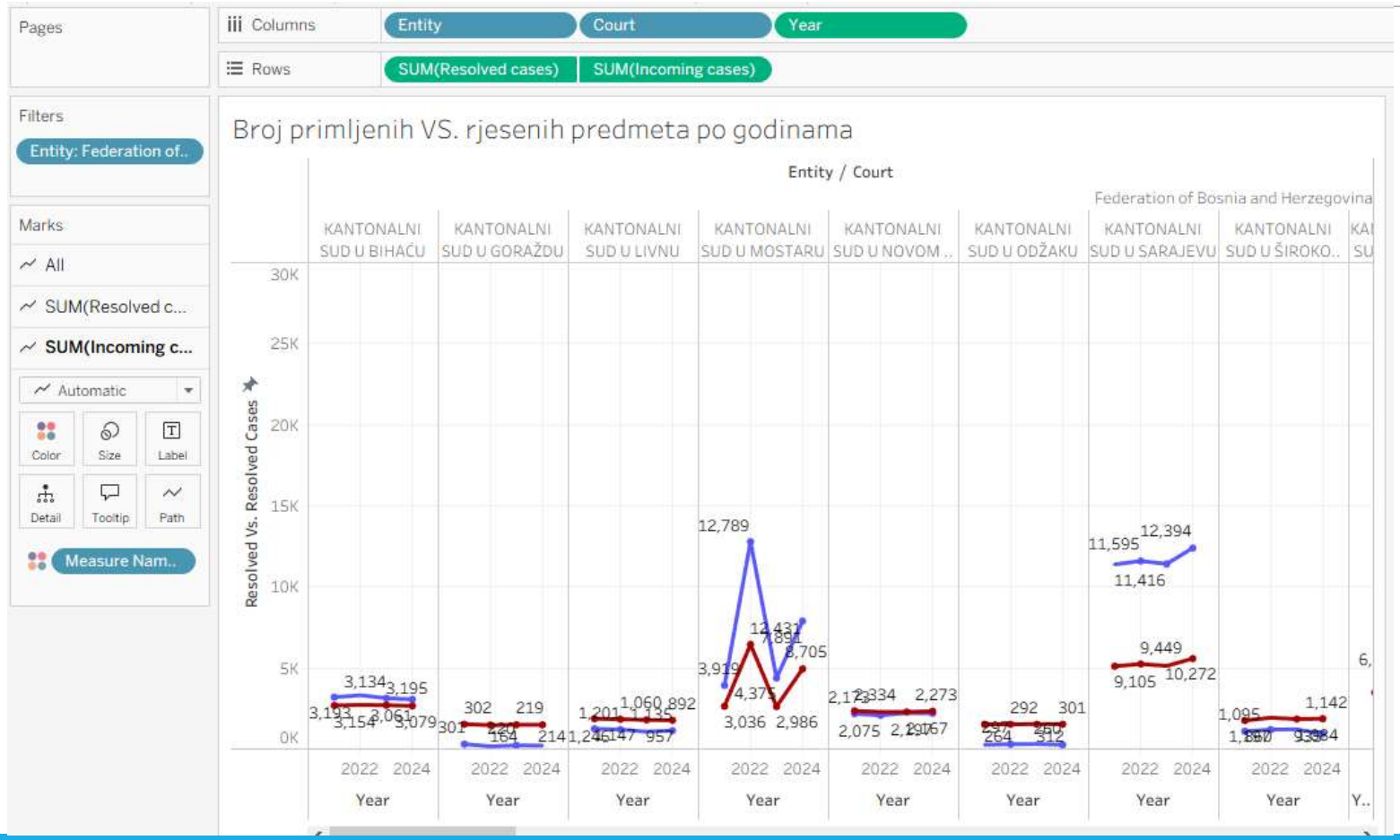
Manual axis



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Hands on exercise 8 - Solution



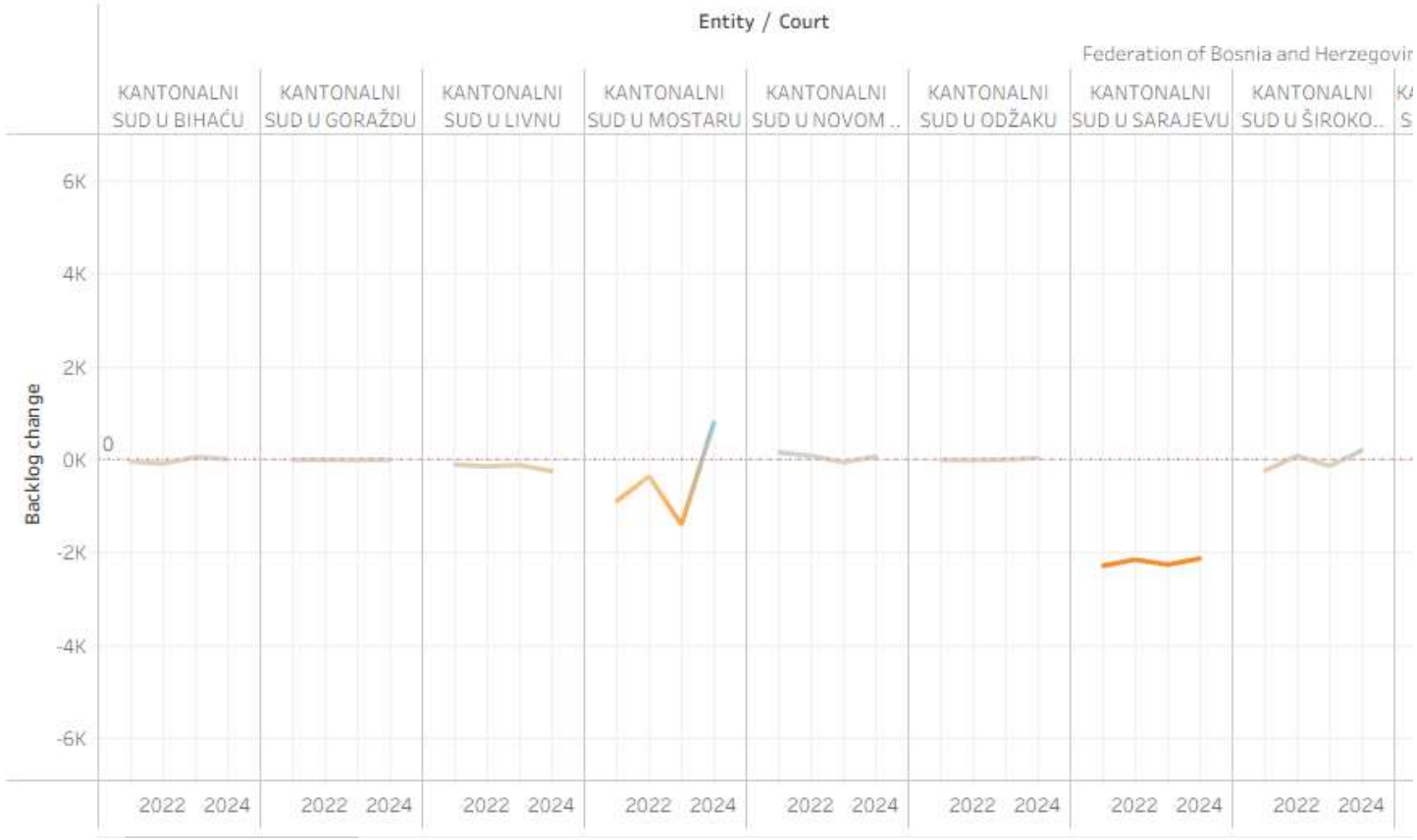
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Hands on exercise 9

Data Sheet: Vjezba 2

Vjezba 9 Backlog change

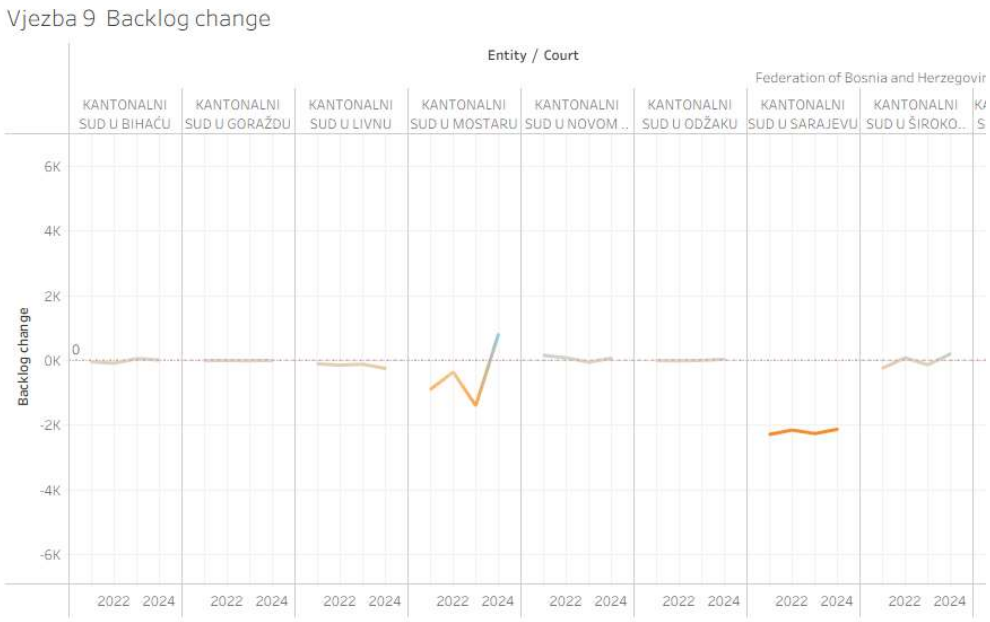


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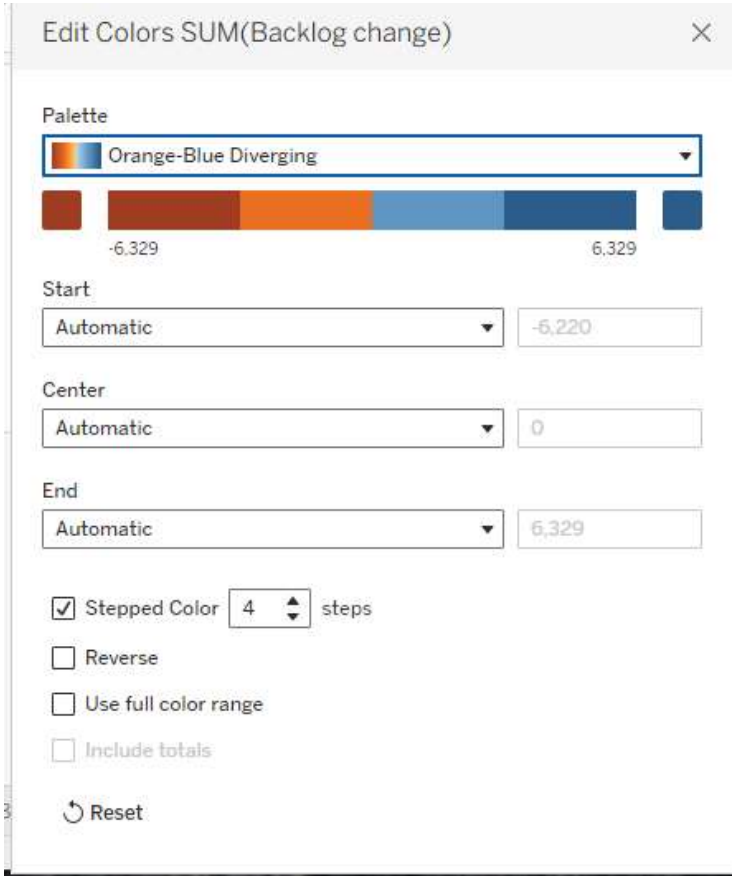
Hands on exercise 9

- Create new sheet “9”
- Use data Sheets Vjezba 2
- Create backlog change - function
- Drag Court and Year to Columns , Drag “Backlog change” to Rows
- Set color (4 steps, Orange-Blue Diverging)
- Filter: Year, Entity (Federation only)
- Give it a lable «Backlog change»



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Hands on exercise 9

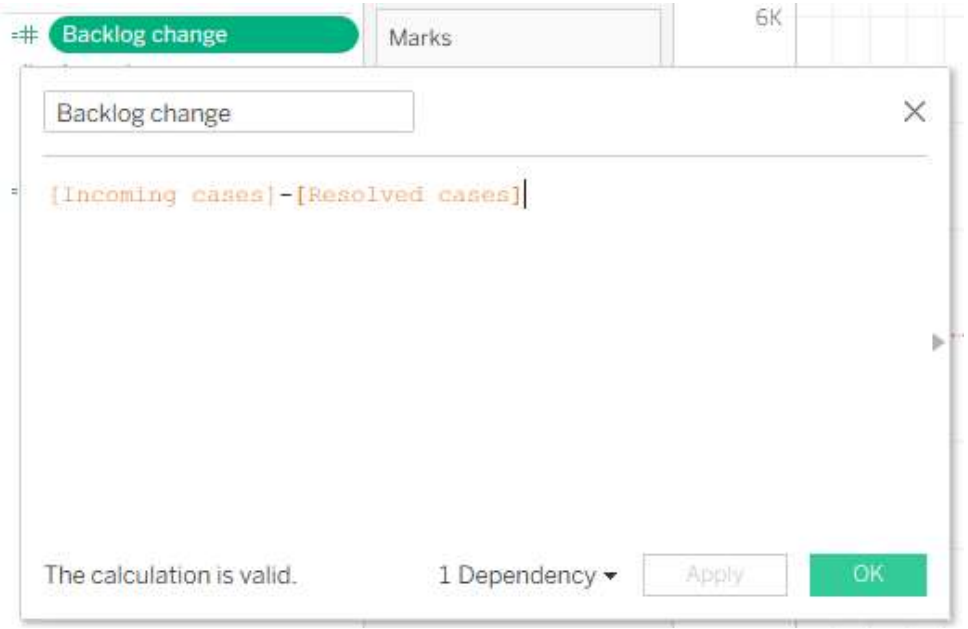


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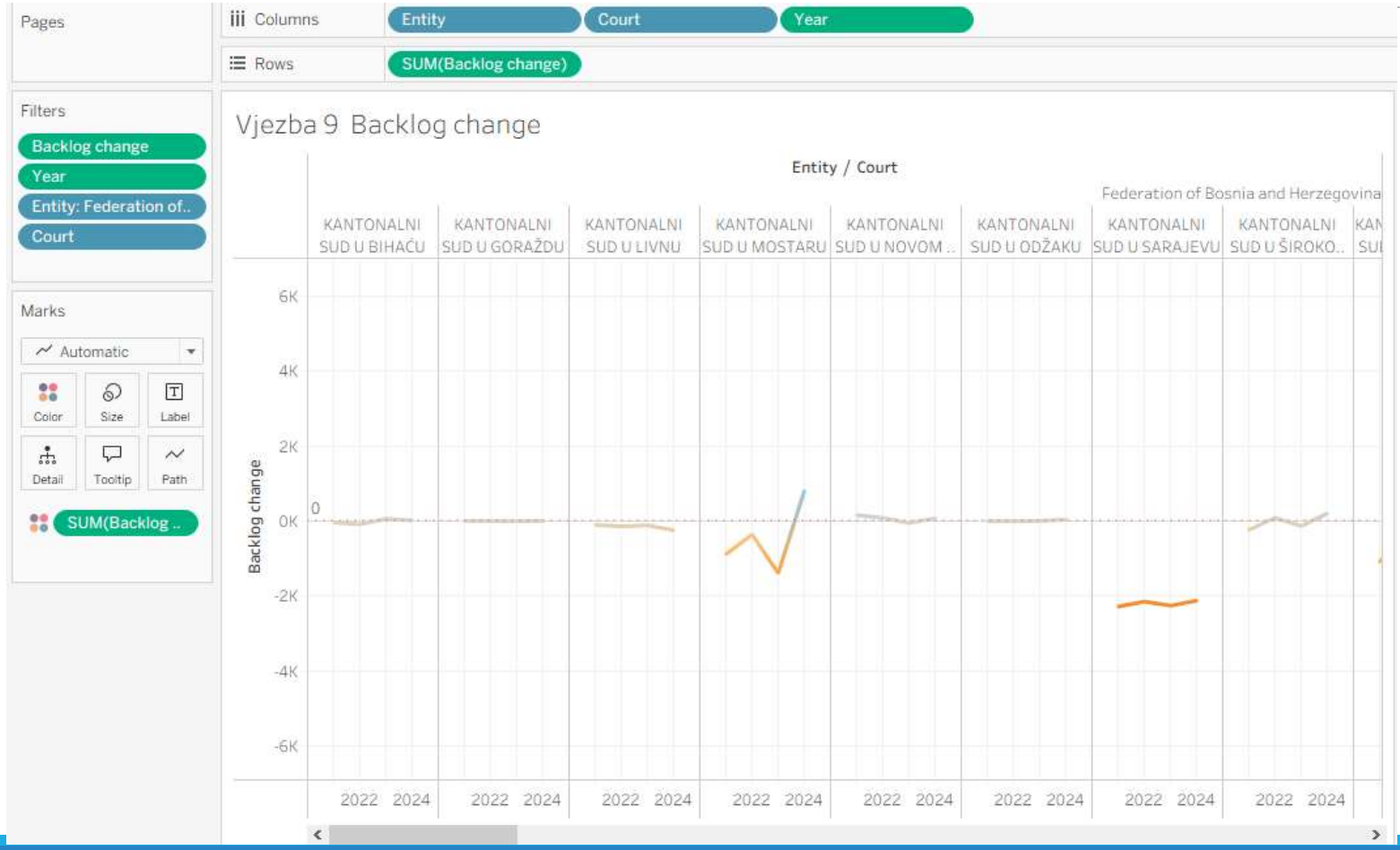
Hands on exercise 9

[Incoming cases]-[Resolved cases]



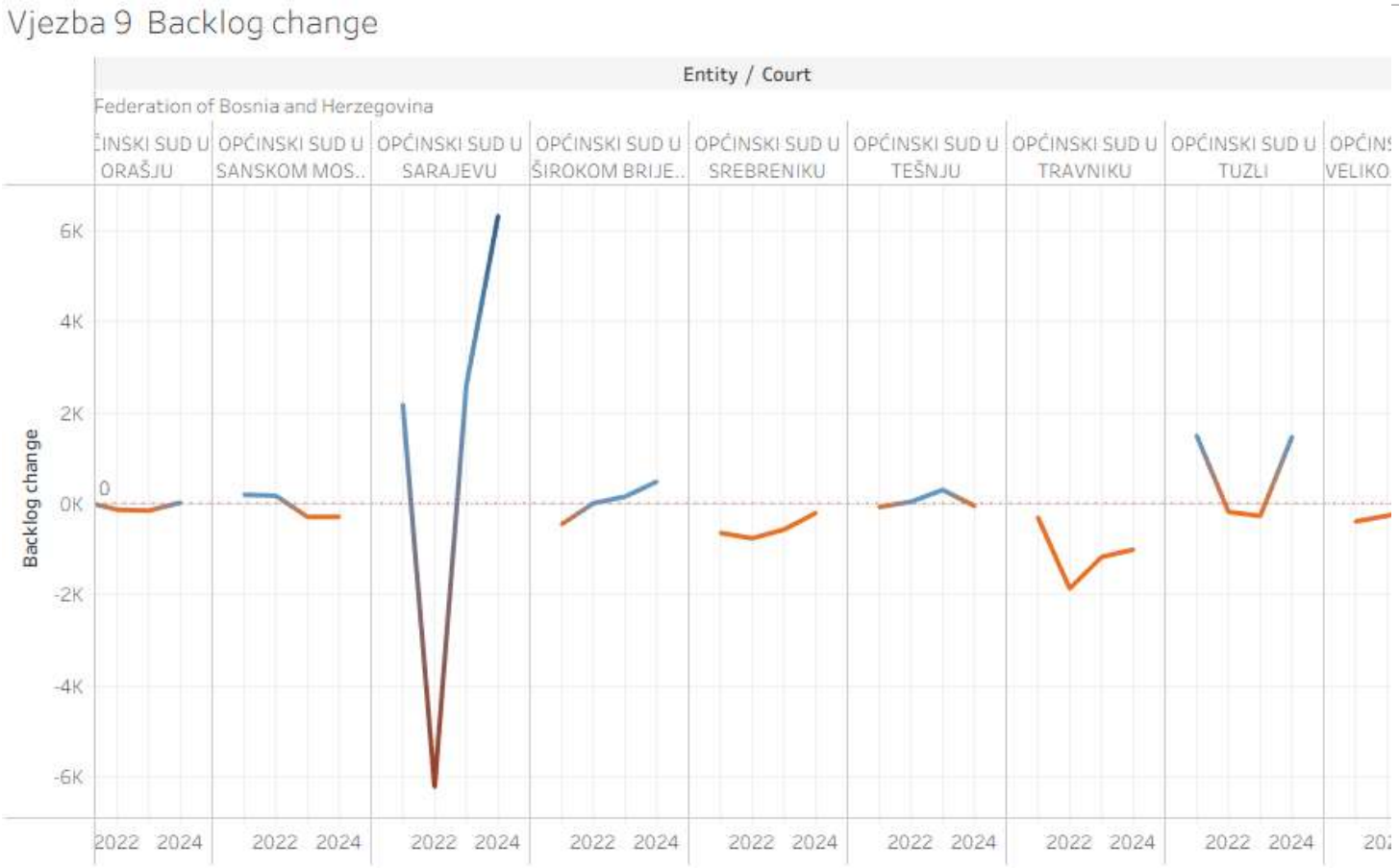
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Hands on exercise 9 - Solution



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Hands on exercise 9 – review data



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Hands on exercise 10

Data Sheet: Vjezba 2



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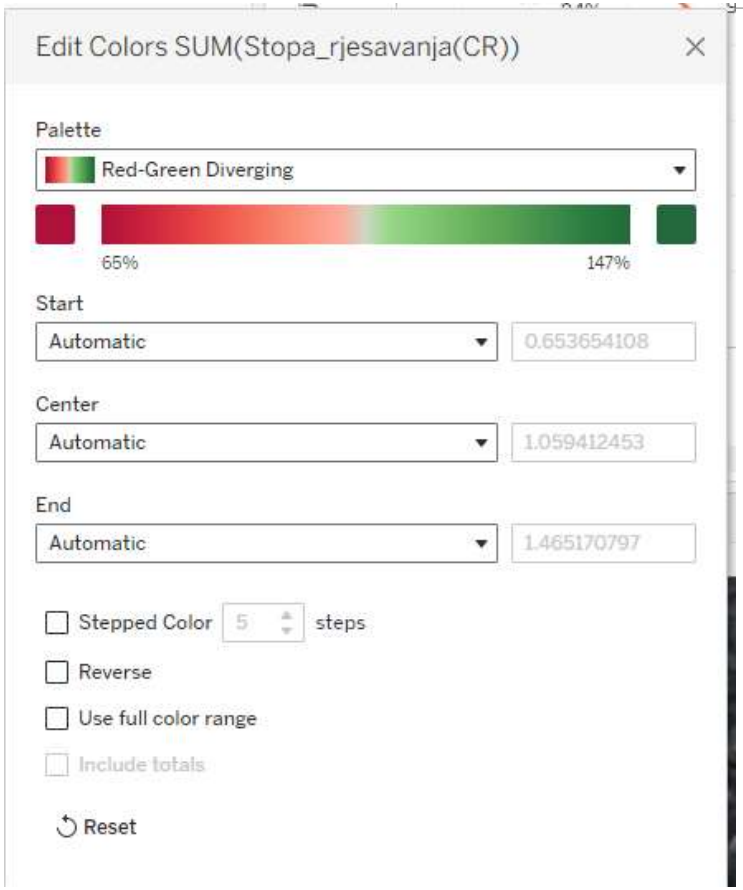
Hands on exercise 10

- Create new sheet “10”
- Use data Sheets Vjezba 2
- Create Stopa_rjesavanja(CR) - function
- Drag Court and Year to Columns , Drag “Stopa_rjesavanja(CR)” to Rows
- Set color (4 steps, Red-Green Diverging)
- Filter: Year, Entity (Federation only)
- Give it a lable «Stopa rjesavanja»



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Hands on exercise 10



tableau

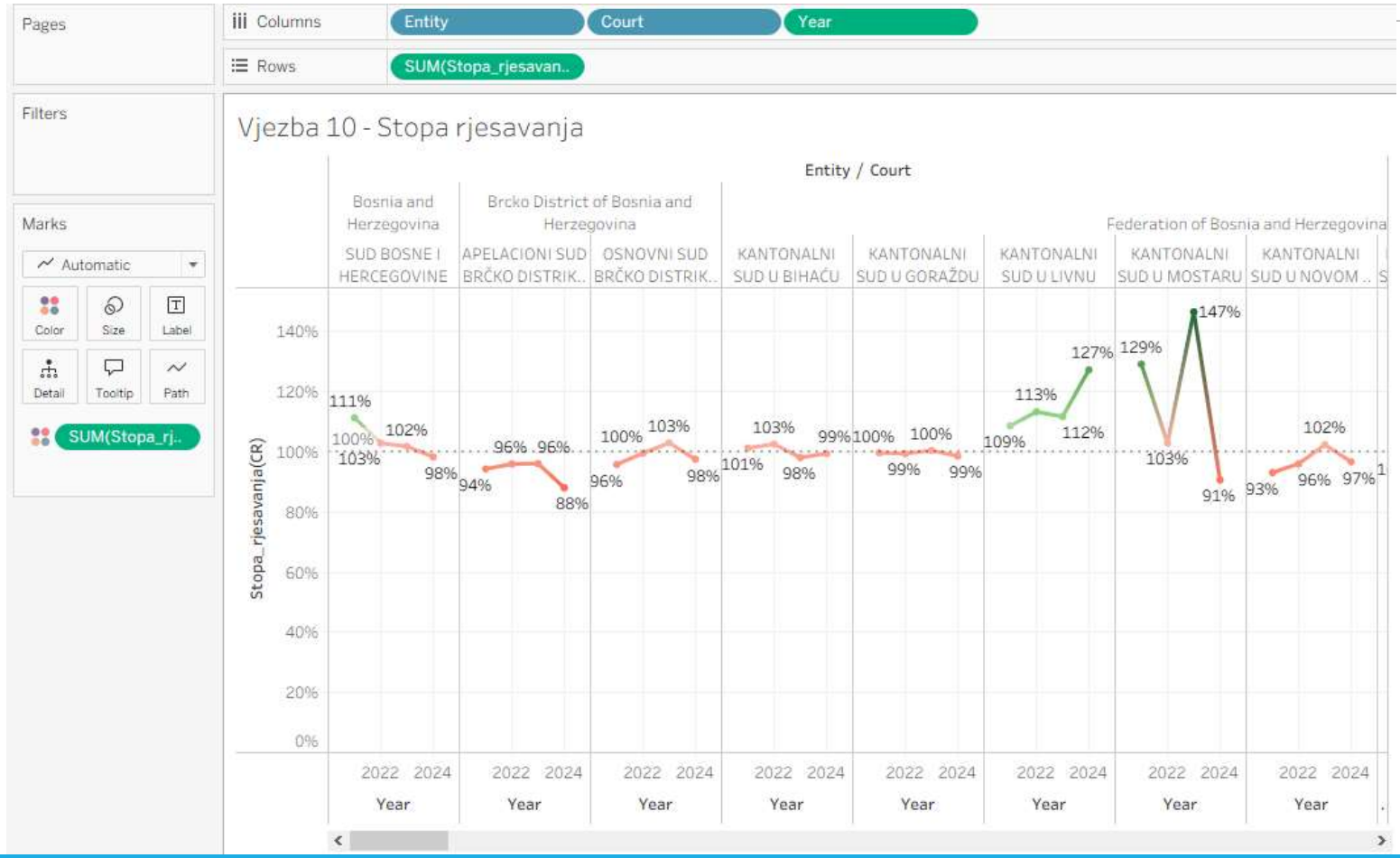
Hands on exercise 10

[Resolved cases]/[Incoming cases]

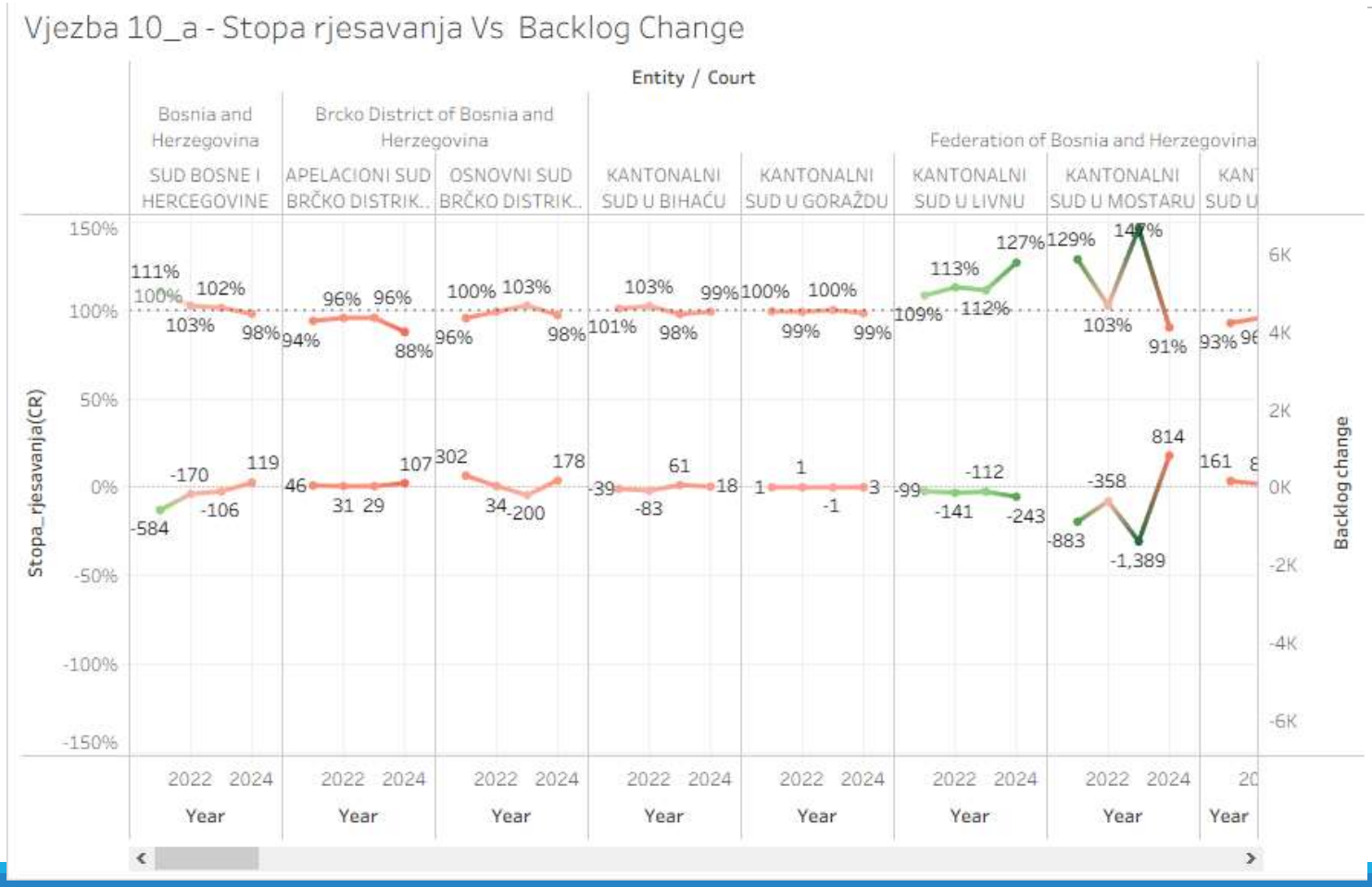


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Hands on exercise 10 - Solution

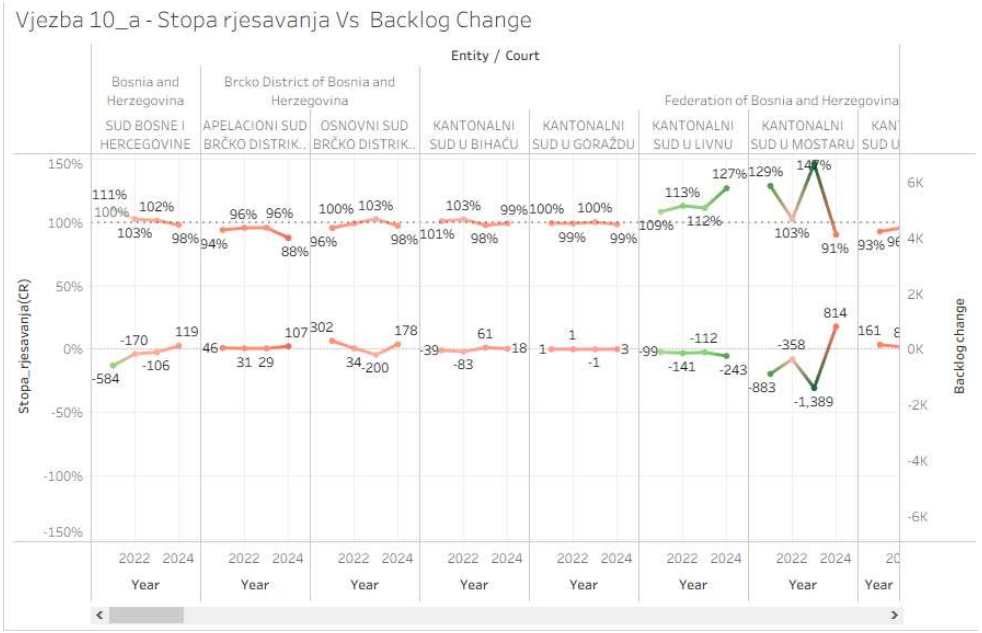


Hands on exercise 10a



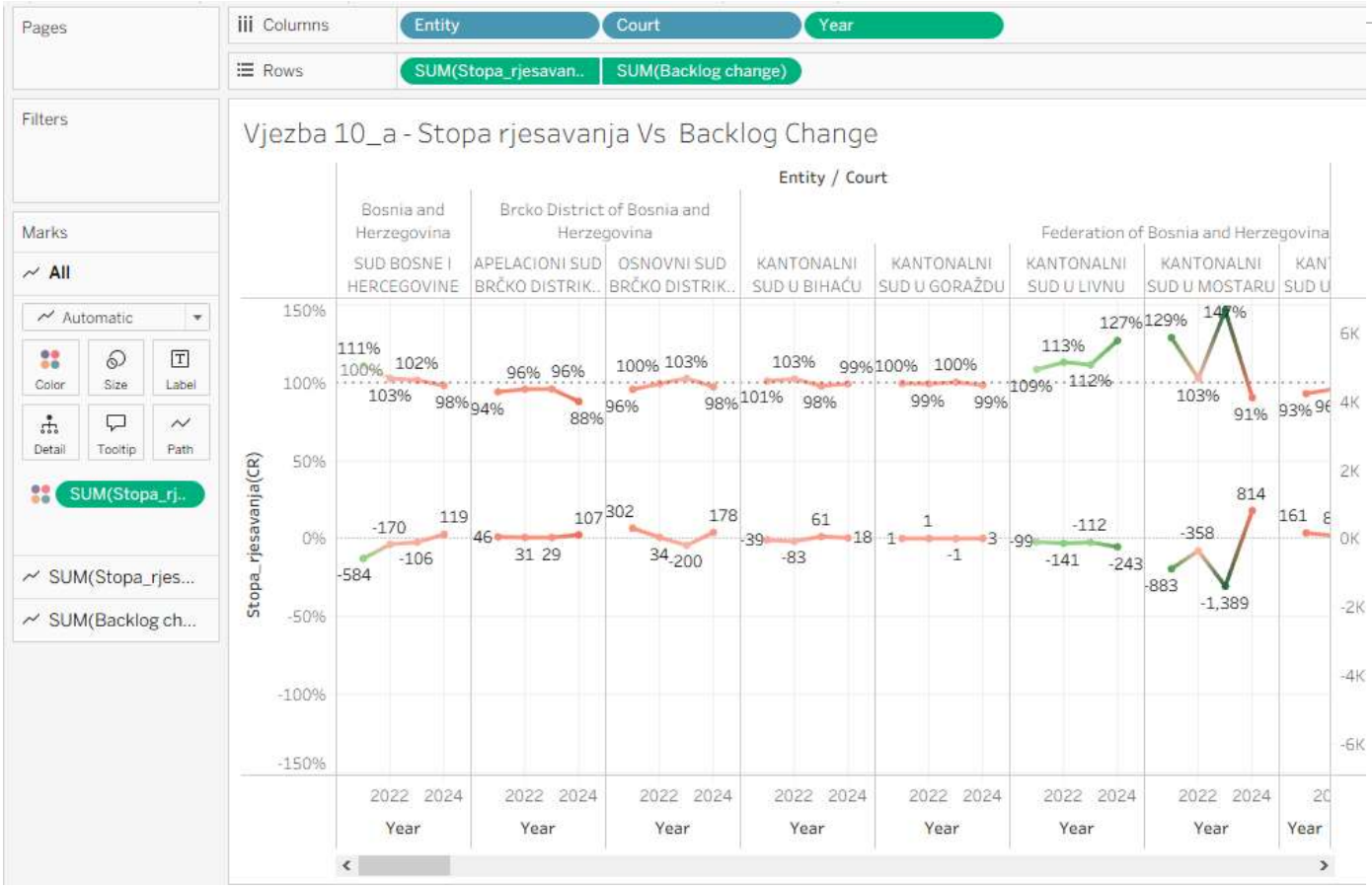
Hands on exercise 10a

- Clone sheet 10 and rename new one to “10a”
- Drag Court and Year to Columns , Drag “Stopa_rjesavanja(CR)” & “Backlog change” to Rows
- Dual Axes on “Backlog change”
- Set color (4 steps, Red-Green Diverging)
- Filter: Entity (Federation only)
- Give it a lable «Stopa rjesavanja Vs Backlog Change»



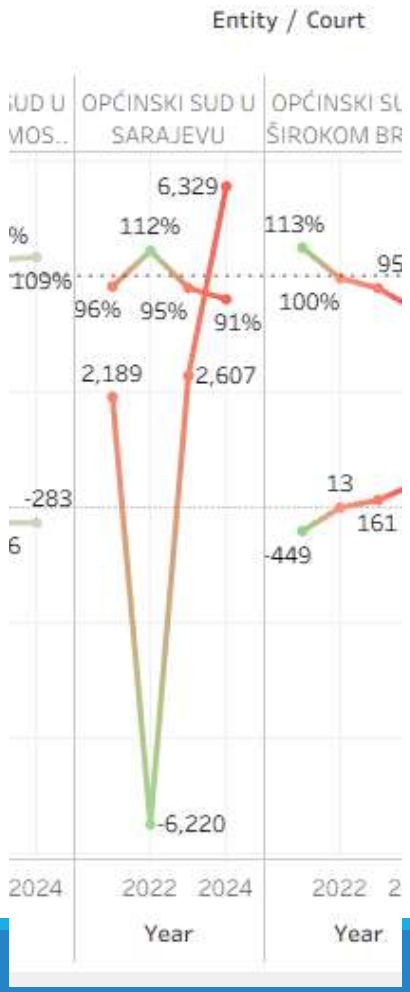
HEEA

Hands on exercise 10a - Solution



tableau

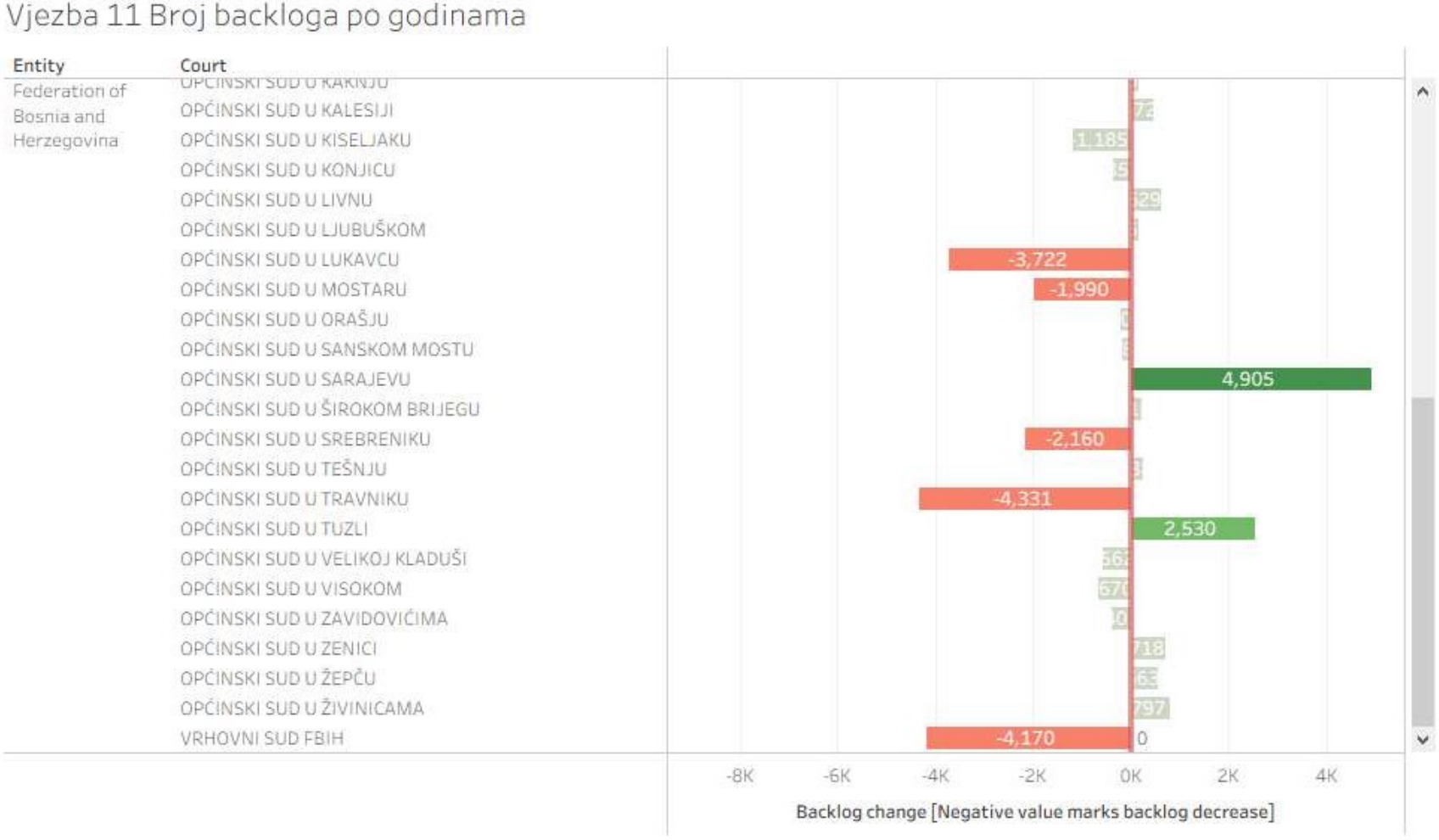
Hands on exercise 10a – review data



HEEA

Hands on exercise 11

Data Sheet: Vjezba 2

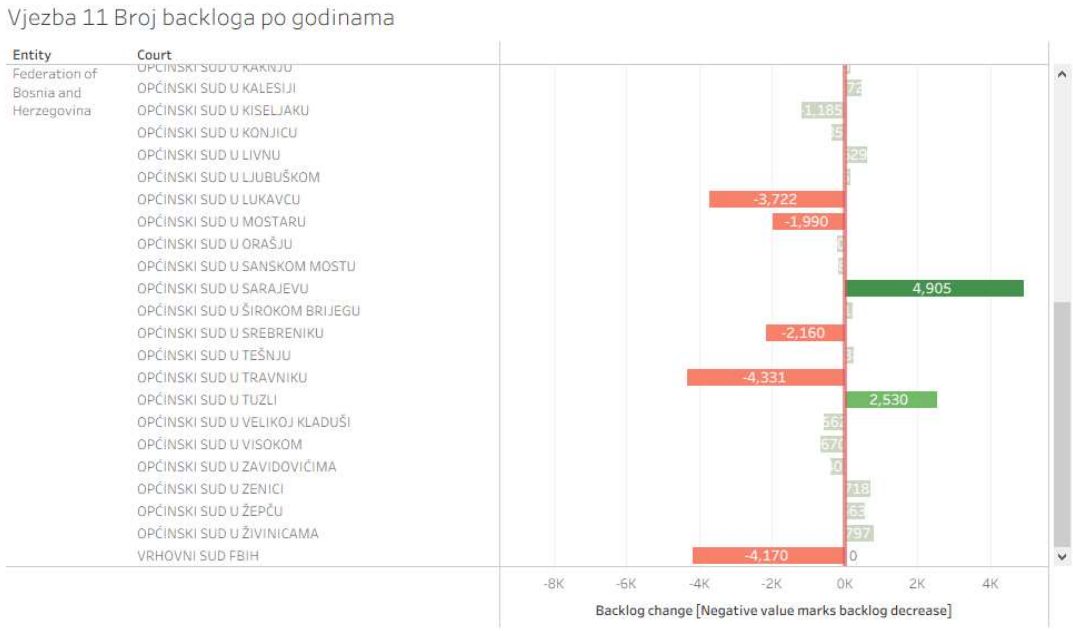


tableau

HEEA

Hands on exercise 11

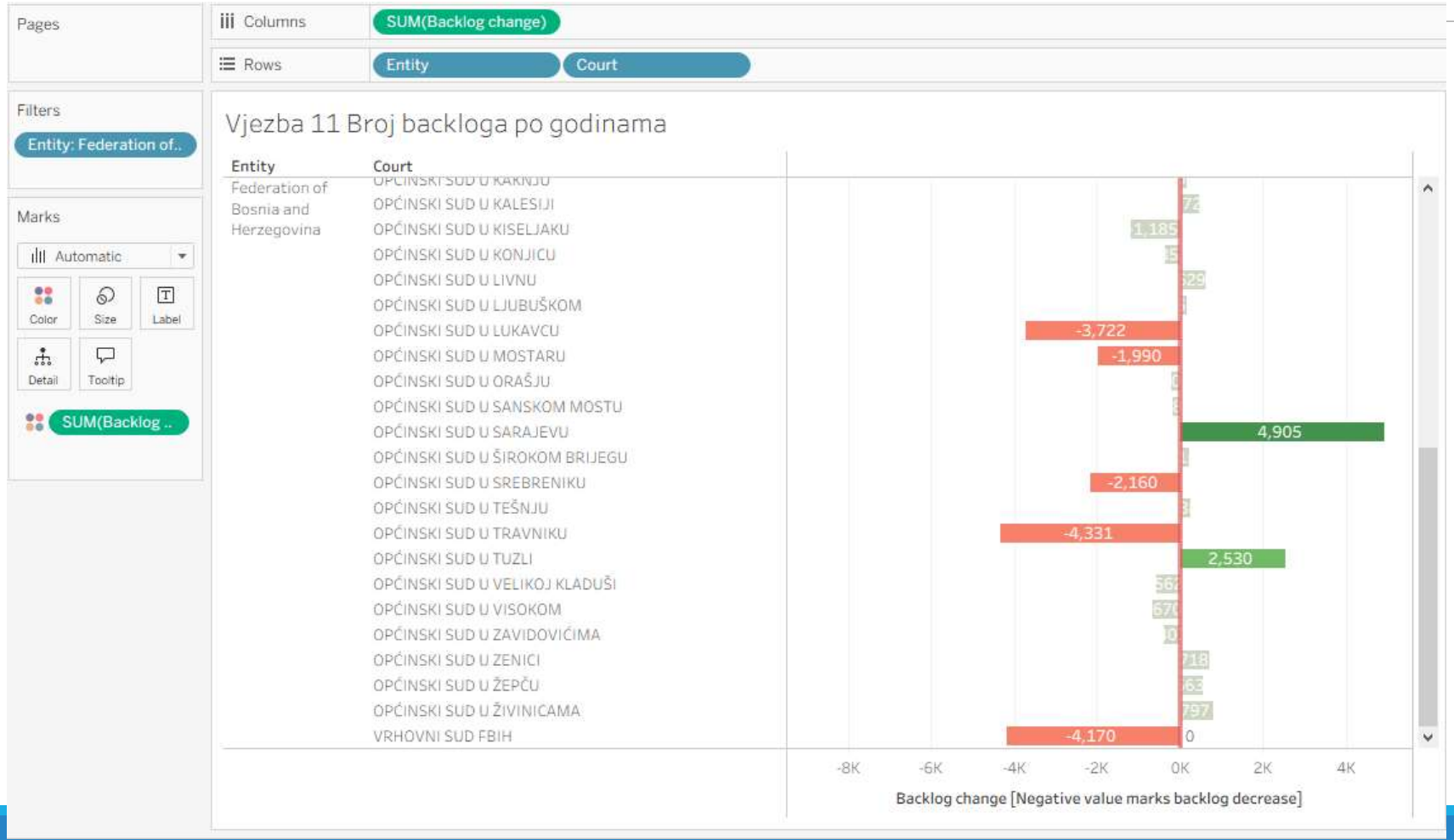
- Create new sheet “11”
- Use data Sheets Vjezba 2
- Drag Backlog change to Columns , Drag Entity and Court to Rows
- Extend Court name
- Set color (4 steps, Red-Green Diverging)
- Filter: Entity (Federation only)
- Give it a lable «Broj backloga po godinama»



tableau

HEEA

Hands on exercise 11 - Solution



tableau

HEEA

Hands on exercise 12

Data Sheet: Vjezba 2

Vjezba 12 - Promjena backloga po godinama

Entity	Court	Year 2021	2022	2023	2024
Federation of Bosnia and Herzegovina	KANTONALNI SUD U BIHAĆU	-39	-83	61	18
	KANTONALNI SUD U GORAŽDU	1	1	-1	3
	KANTONALNI SUD U LIVNU	-99	-141	-112	-243
	KANTONALNI SUD U MOSTARU	-883	-358	-1,389	814
	KANTONALNI SUD U NOVOM TRAVNI..	161	86	-51	76
	KANTONALNI SUD U ODŽAKU	1	-5	5	41
	KANTONALNI SUD U SARAJEVU	-2,280	-2,146	-2,255	-2,122
	KANTONALNI SUD U ŠIROKOM BRIJE..	-235	88	-132	207
	KANTONALNI SUD U TUZLI	-1,084	-333	-303	-1,828
	KANTONALNI SUD U ZENICI	-18	-59	58	-34
	OPĆINSKI SUD U BANOVIĆIMA	9	96	-278	-208
	OPĆINSKI SUD U BIHAĆU	897	-158	-894	-72
	OPĆINSKI SUD U BOSANSKOJ KRUPI	181	-189	-244	-254
	OPĆINSKI SUD U BUGOJNU	48	90	897	-701
	OPĆINSKI SUD U ČAPLJINI	465	-385	474	463
	OPĆINSKI SUD U CAZINU	211	179	498	-1,715
	OPĆINSKI SUD U ČITLUKU	-19	36	56	128
	OPĆINSKI SUD U GORAŽDU	291	-192	38	26
	OPĆINSKI SUD U GRAČANICI	38	-50	323	513
	OPĆINSKI SUD U GRADAČCU	-36	-491	-253	455
	OPĆINSKI SUD U JAJCU	-101	-118	33	-138
	OPĆINSKI SUD U KAKNJU	-56	132	338	-248
	OPĆINSKI SUD U KALESIJI	117	68	97	190

tableau

HEEA

Hands on exercise 12

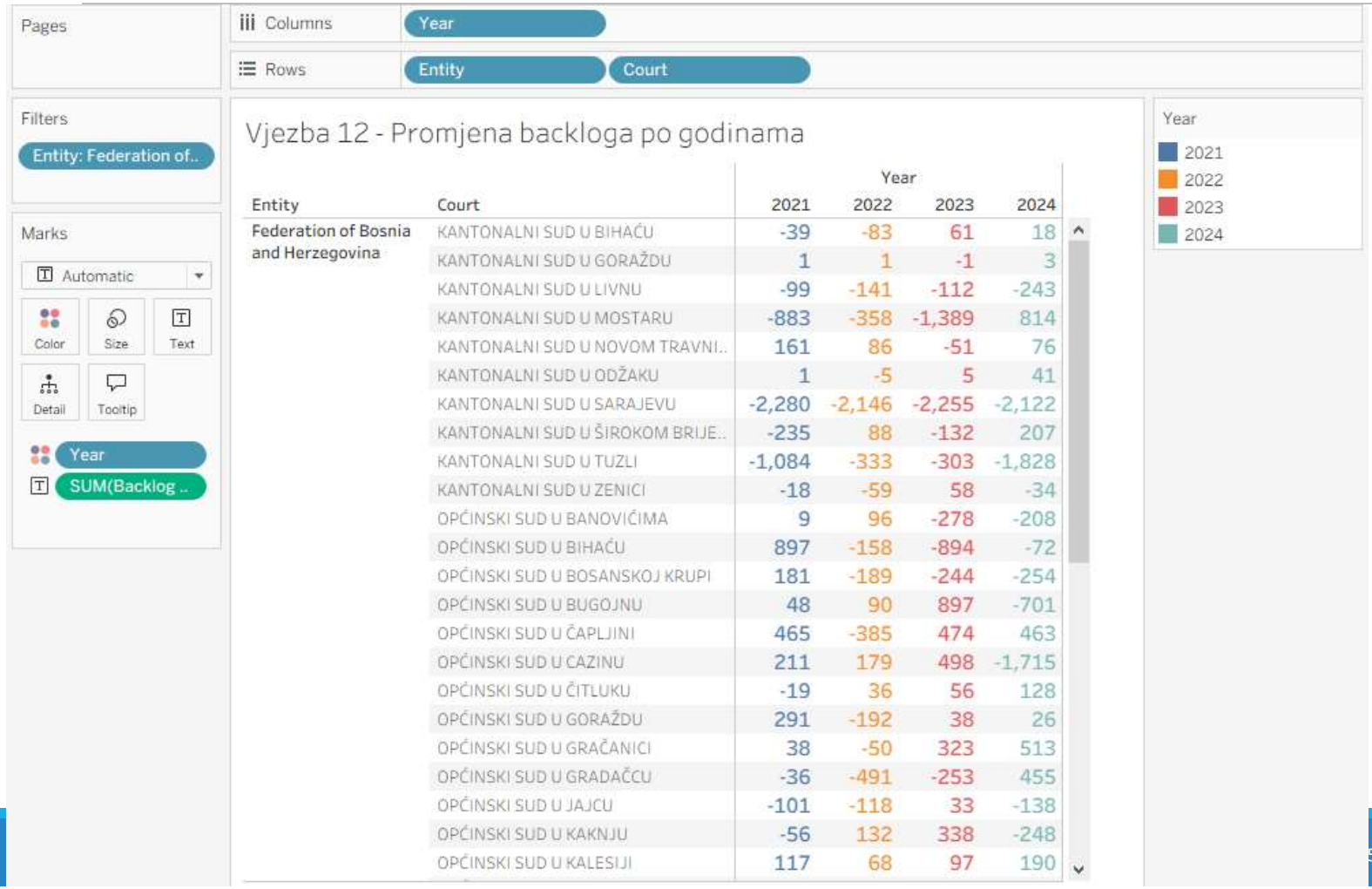
- Create new sheet “12”
- Use data Sheets Vjezba 2
- Drag Year to Columns , Drag Entity and Court to Rows
- Set Year as Dimension and Discrete
- Extend Court name
- Set color Year (manual set)
- Increate text on grid
- Filter: Entity (Federation only)
- Give it a lable «Promjena backloga po godinama»

Vjezba 12 - Promjena backloga po godinama

		Year			
Entity	Court	2021	2022	2023	2024
Federation of Bosnia and Herzegovina	KANTONALNI SUD U BIHAĆU	-39	-83	61	18
	KANTONALNI SUD U GORAŽDU	1	1	-1	3
	KANTONALNI SUD U LIVNU	-99	-141	-112	-243
	KANTONALNI SUD U MOSTARU	-883	-358	-1,389	814
	KANTONALNI SUD U NOVOM TRAVNI..	161	86	-51	76
	KANTONALNI SUD U ODŽAKU	1	-5	5	41
	KANTONALNI SUD U SARAJEVU	-2,280	-2,146	-2,255	-2,122
	KANTONALNI SUD U ŠIROKOM BRIJE..	-235	88	-132	207
	KANTONALNI SUD U TUZLI	-1,084	-333	-303	-1,828
	KANTONALNI SUD U ZENICI	-18	-59	58	-34
	OPĆINSKI SUD U BANOVIĆIMA	9	96	-278	-208
	OPĆINSKI SUD U BIHAĆU	897	-158	-894	-72
	OPĆINSKI SUD U BOSANSKOJ KRUPI	181	-189	-244	-254
	OPĆINSKI SUD U BUGOJNU	48	90	897	-701
	OPĆINSKI SUD U ČAPLJINI	465	-385	474	463
	OPĆINSKI SUD U CAZINU	211	179	498	-1,715
	OPĆINSKI SUD U ČITLUKU	-19	36	56	128
	OPĆINSKI SUD U GORAŽDU	291	-192	38	26
	OPĆINSKI SUD U GRAČANICI	38	-50	323	513
	OPĆINSKI SUD U GRADAČCU	-36	-491	-253	455
	OPĆINSKI SUD U JAJCU	-101	-118	33	-138
	OPĆINSKI SUD U KAKNJU	-56	132	338	-248
	OPĆINSKI SUD U KALESIJI	117	68	97	190

tableau

Hands on exercise 12 - Solution



HEEA

Hands on exercise 12 – color change

Data Sheet: Vjezba 2

Vjezba 12 -A - Promjena backloga po godinama

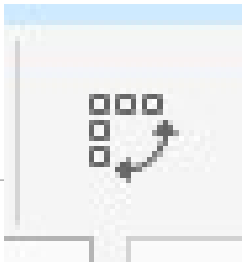
	Court								
Year	KANTONALNI SUD U BIHAĆU	KANTONALNI SUD U GORAŽDU	KANTONALNI SUD U LIVNU	KANTONALNI SUD U MOSTARU	KANTONALNI SUD U NOVOM ..	KANTONALNI SUD U ODŽAKU	KANTONALNI SUD U SARAJEVU	KANTONALNI SUD U ŠIROKO..	KA SU
2021	-39	1	-99	-883	161	1	-2,280	-235	
2022	-83	1	-141	-358	86	-5	-2,146	88	
2023	61	-1	-112	-1,389	-51	5	-2,255	-132	
2024	18	3	-243					207	

In / Out of Court Set: In
In / Out of Year Set: In
Court: KANTONALNI SUD U MOSTARU
Year: 2023
Backlog change: -1,389
Min(1): 1

tableau

HEEA

Hands on exercise 12 add on



- Clone sheet “12”, rename it with new name 12a
- Swap rows
- Add Columns (Min(1)
- Set range on new axes to 1 (manual)
- ShowHeader (hide)

Vjezba 12 -A - Promjena backloga po godinama

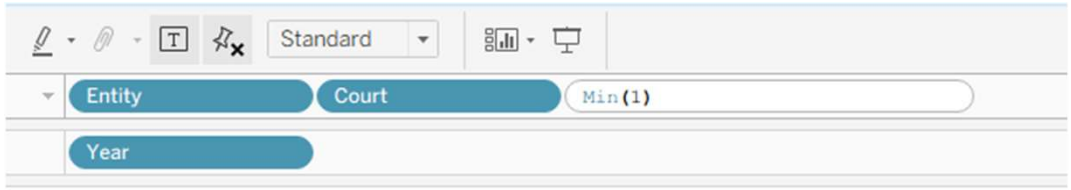
	Court								
Year	KANTONALNI SUD U BIHAĆU	KANTONALNI SUD U GORAŽDU	KANTONALNI SUD U LIVNU	KANTONALNI SUD U MOSTARU	KANTONALNI SUD U NOVOM ..	KANTONALNI SUD U ODŽAKU	KANTONALNI SUD U SARAJEVU	KANTONALNI SUD U ŠIROKO..	KA SU
2021	-39	1	-99	-883	161	1	-2,280	-235	
2022	-83	1	-141	-358	86	-5	-2,146	88	
2023	61	-1	-112	-1,389	-51	5	-2,255	-132	
2024	18	3	-243					207	

In / Out of Court Set: In
In / Out of Year Set: In
Court: KANTONALNI SUD U MOSTARU
Year: 2023
Backlog change: -1,389
Min(1): 1

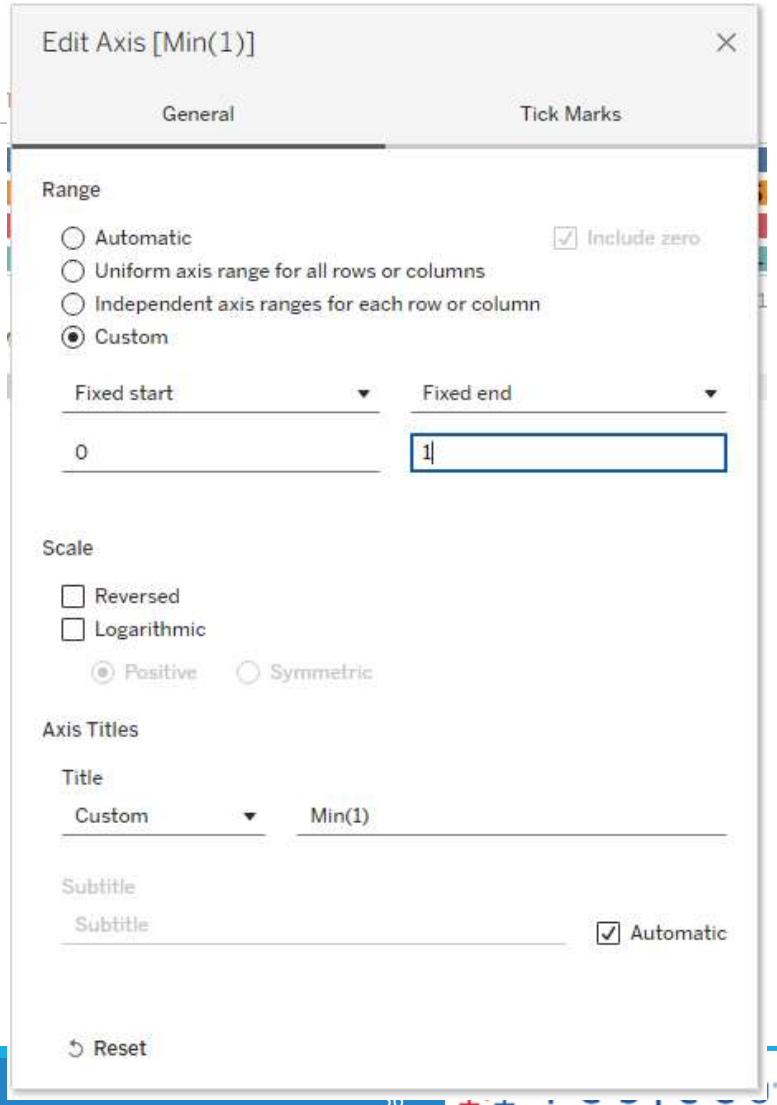
HEEA

Add axes

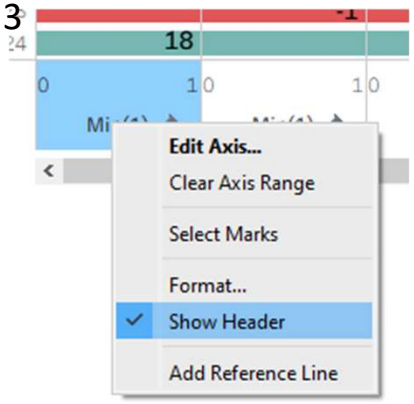
1



2

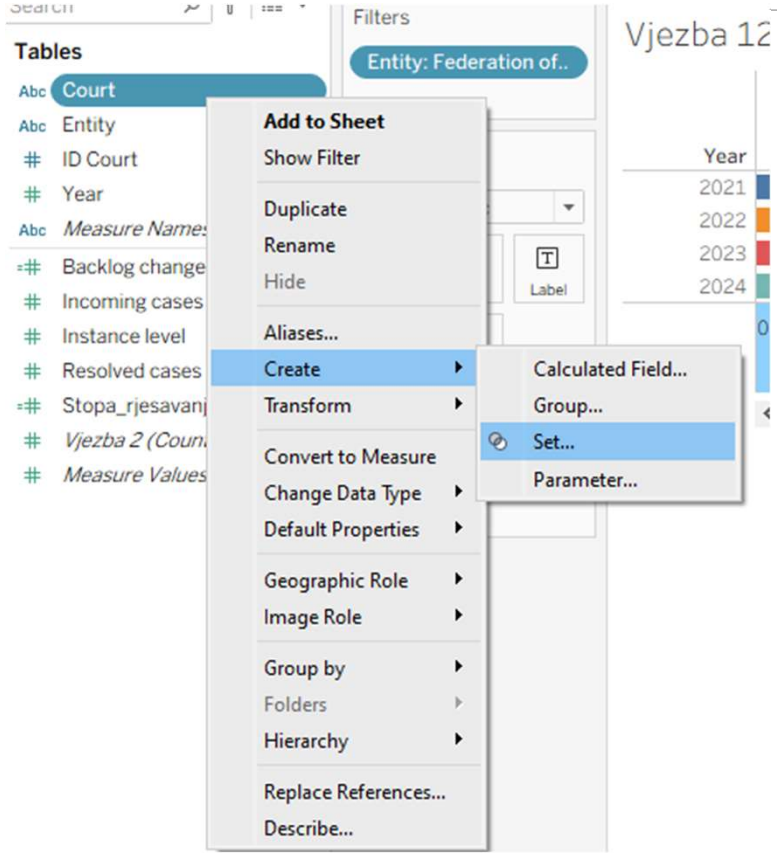


3



Create set Court

1



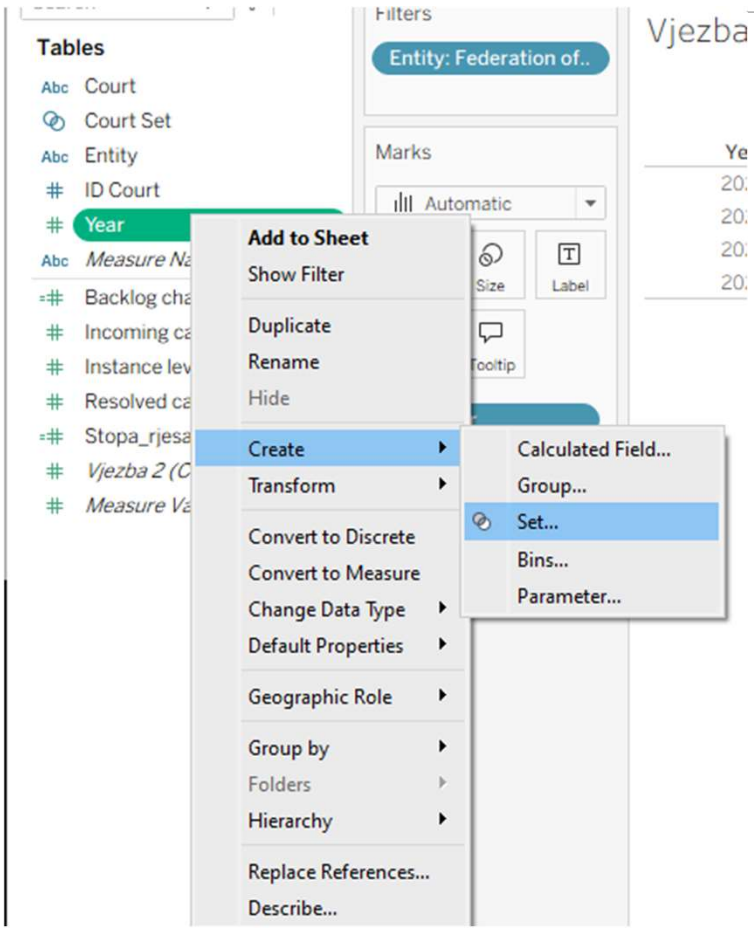
2



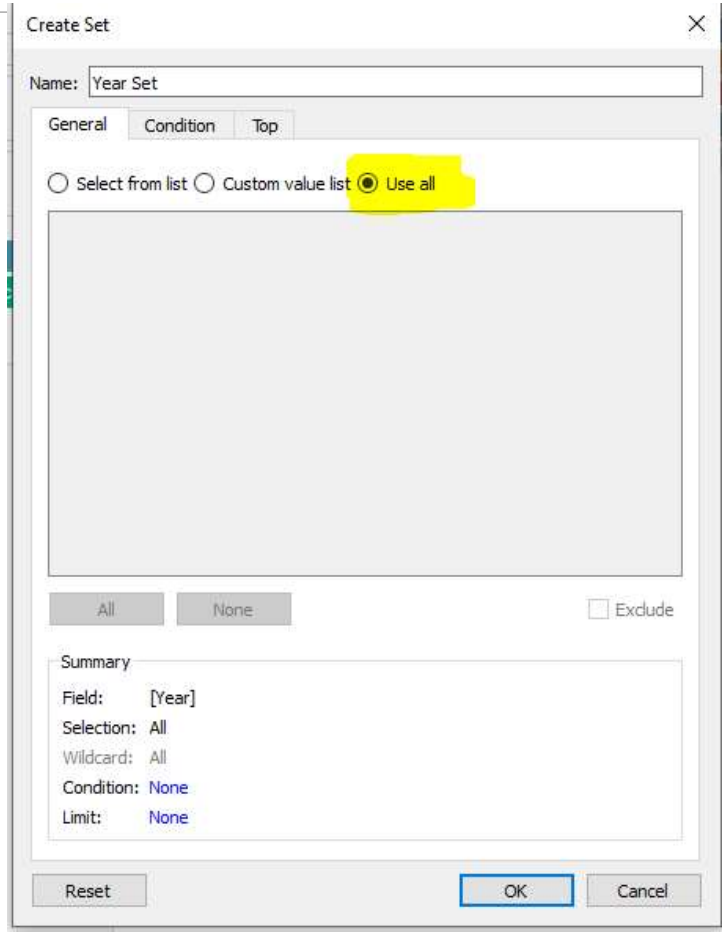
HEEA

Create set - year

1

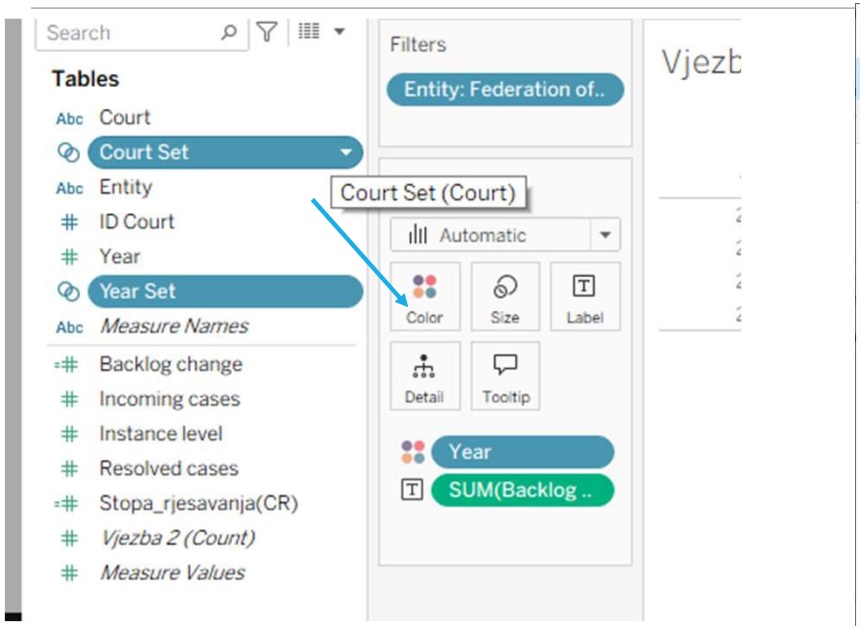


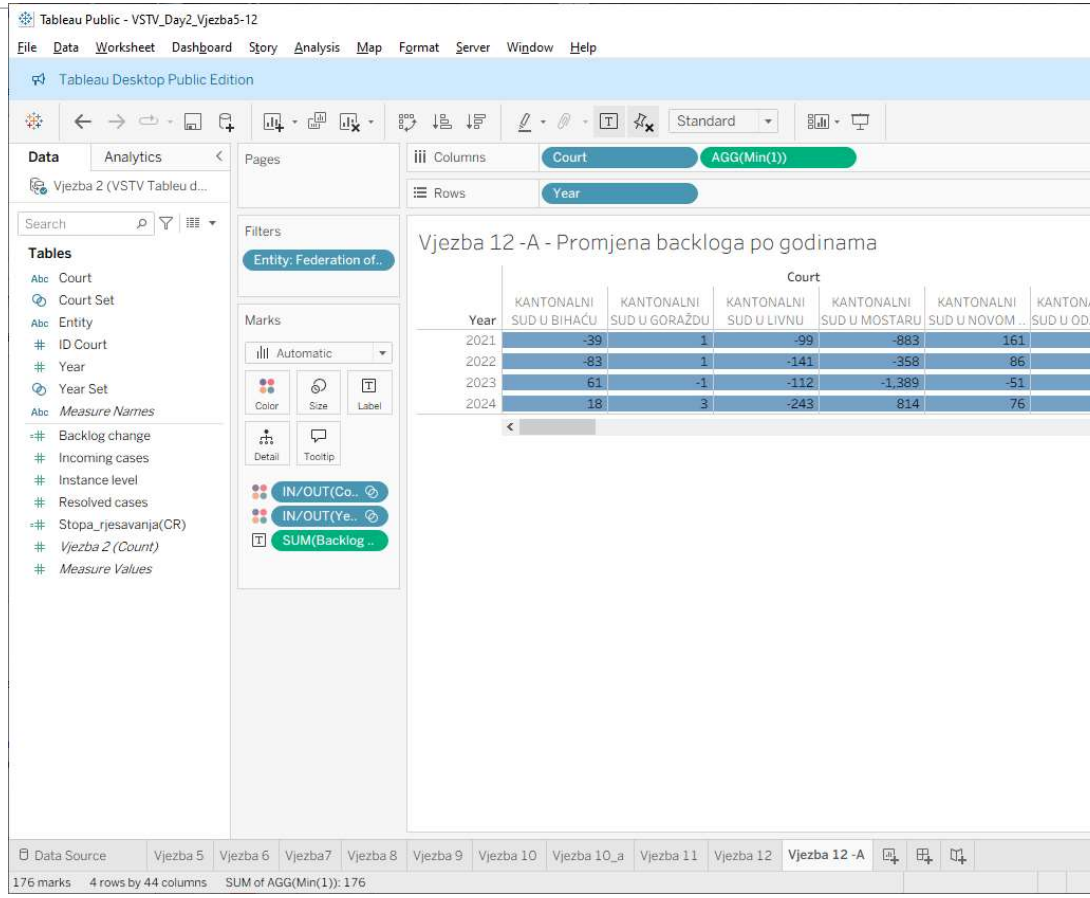
2

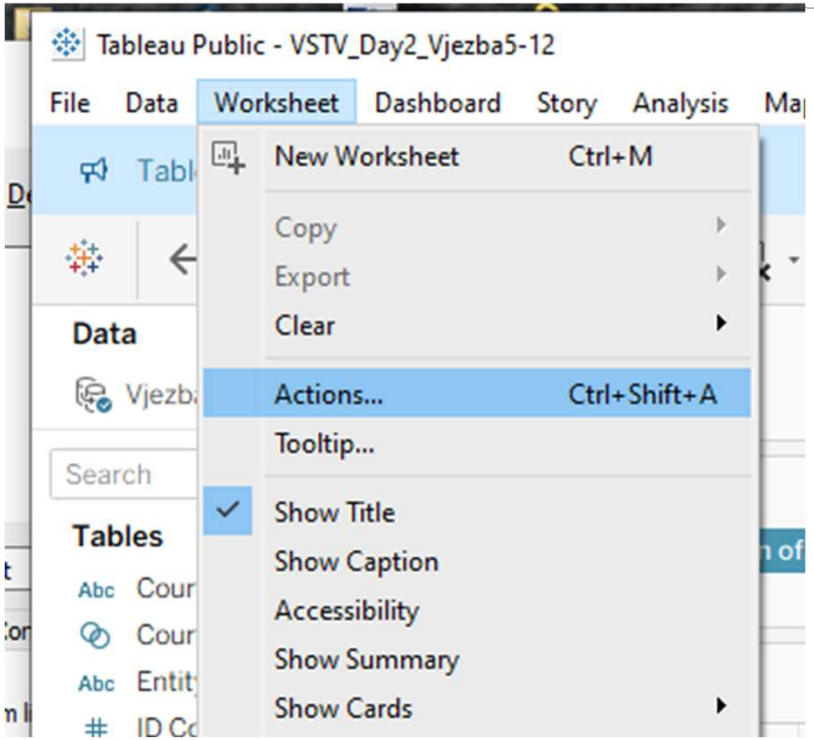


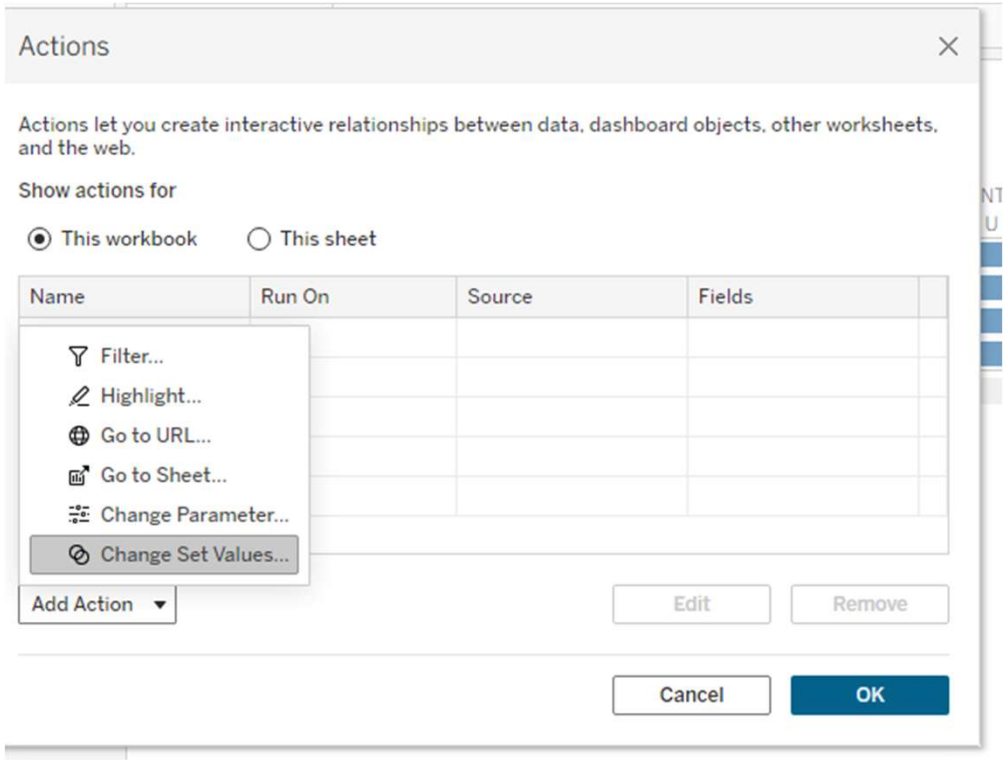
tableau

Pul both sets to color

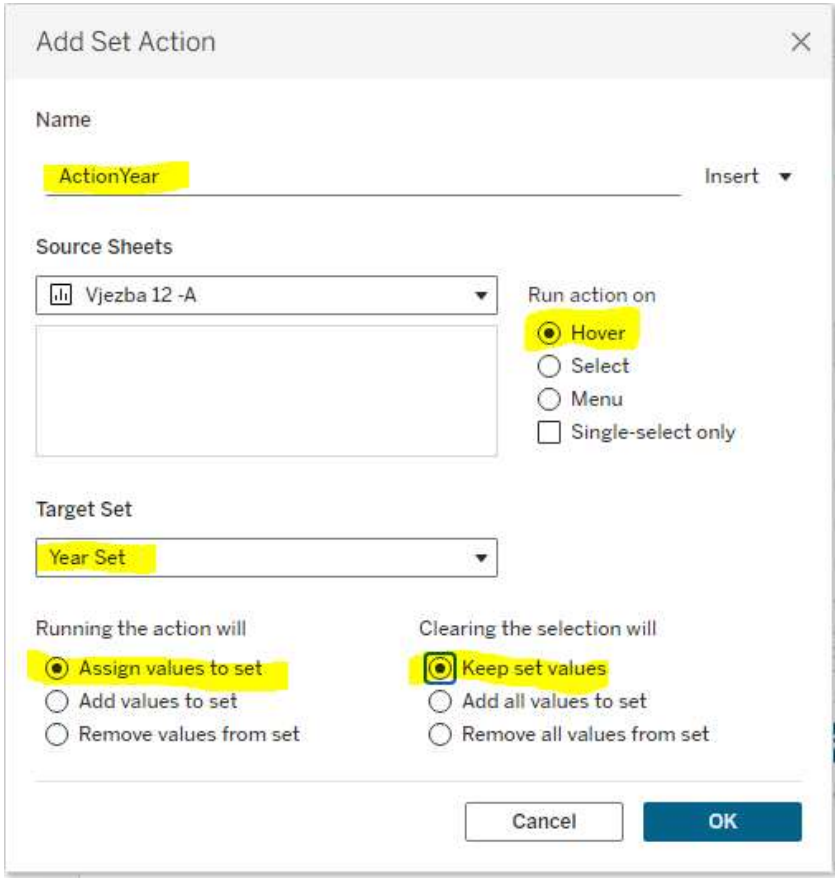


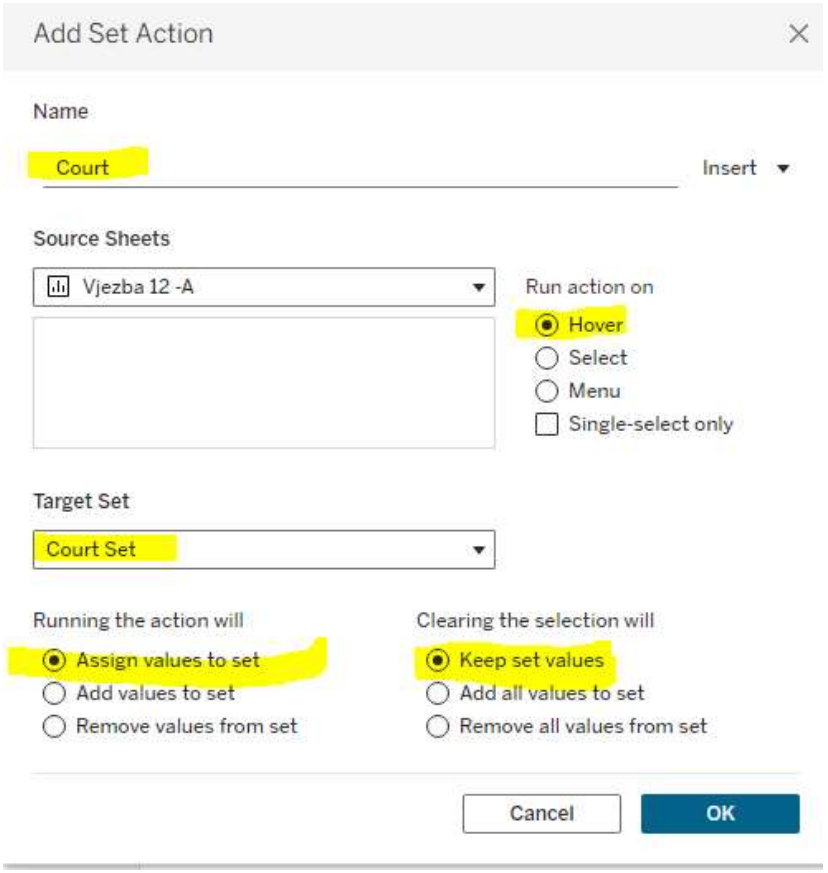



Tableau Public - VSTV_Day2_Vjezba5-12
File
Data
Worksheet
Dashboard
Story
Analysis
New Worksheet Ctrl+M
Copy
Export
Clear
Actions... Ctrl+Shift+A
Tooltip...
Show Title
Show Caption
Accessibility
Show Summary
Show Cards
Data
Search
Tables


Actions
Actions let you create interactive relationships between data, dashboard objects, other worksheets, and the web.
Show actions for
This workbook
This sheet
Name
Run On
Source
Fields
Filter...
Highlight...
Go to URL...
Go to Sheet...
Change Parameter...
Change Set Values...
Add Action
Edit
Remove
Cancel
OK

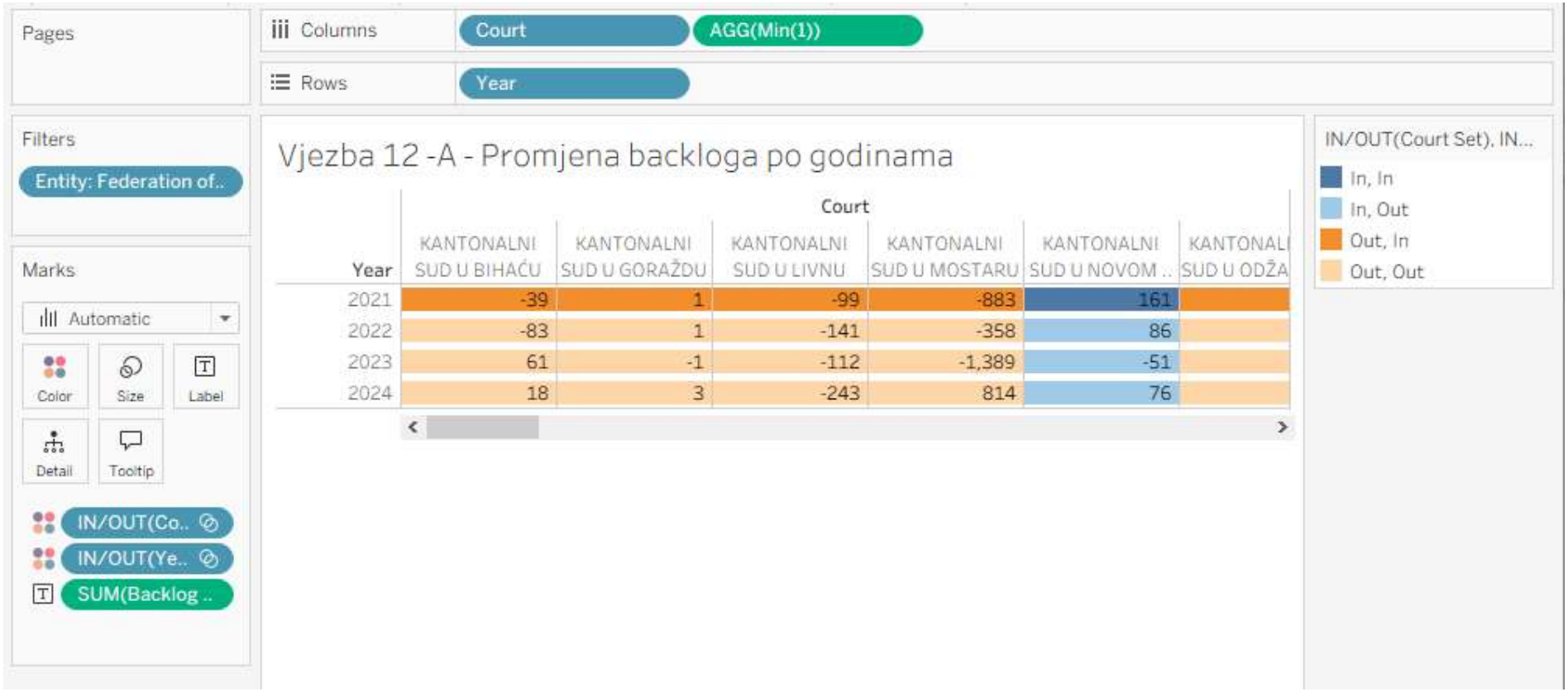
HEEA





tableau

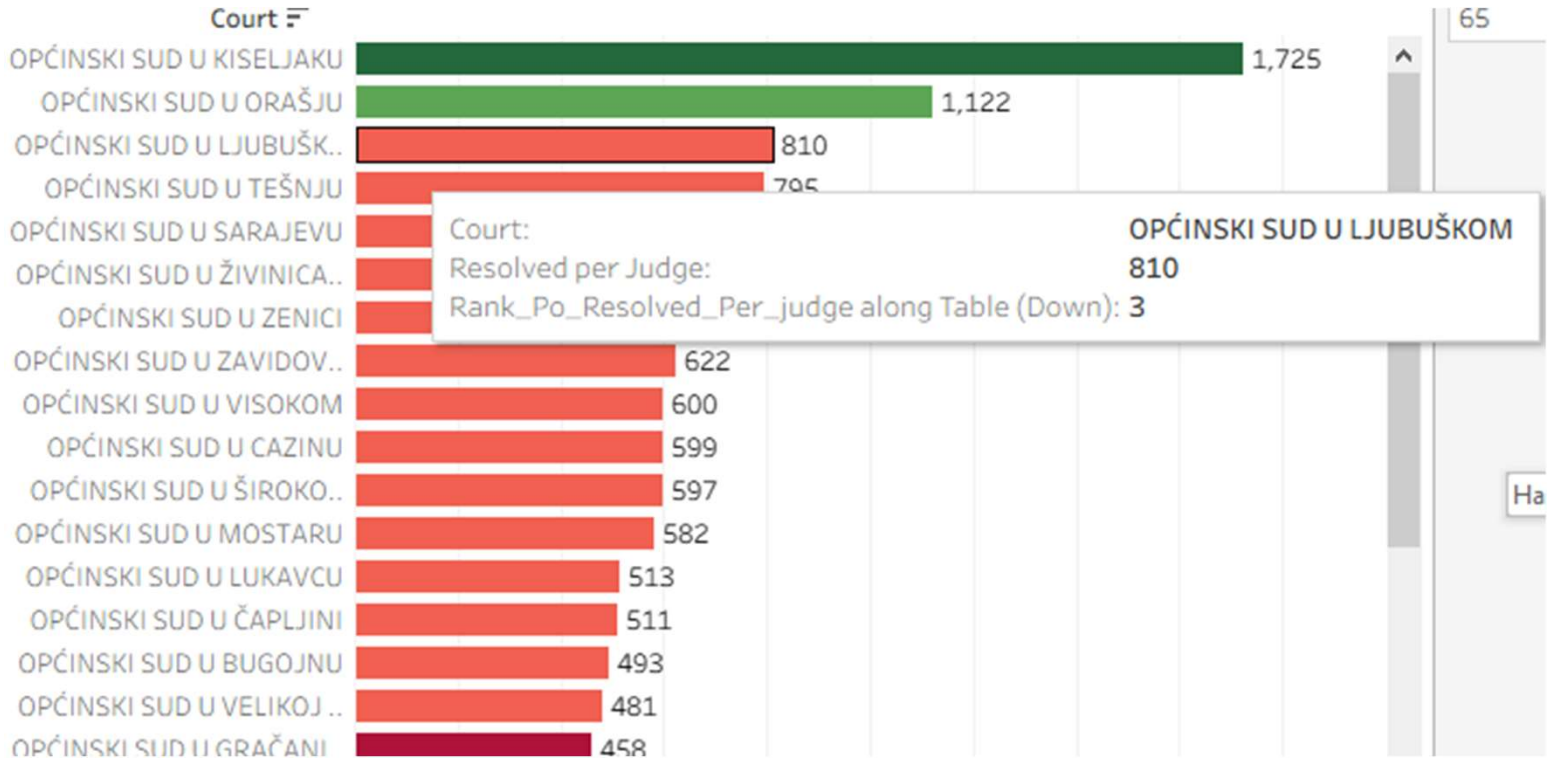
Hands on exercise 12a - Solution



HEEA

Hands on exercise 13

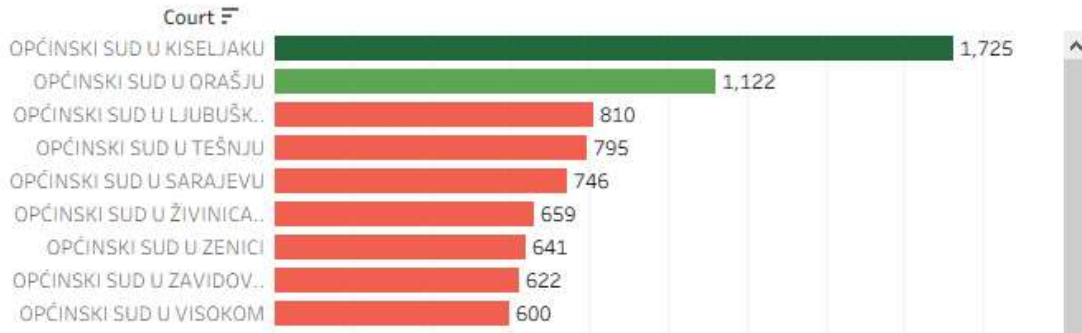
Data Sheet: Vjezba 13



HEEA

Hands on exercise 13

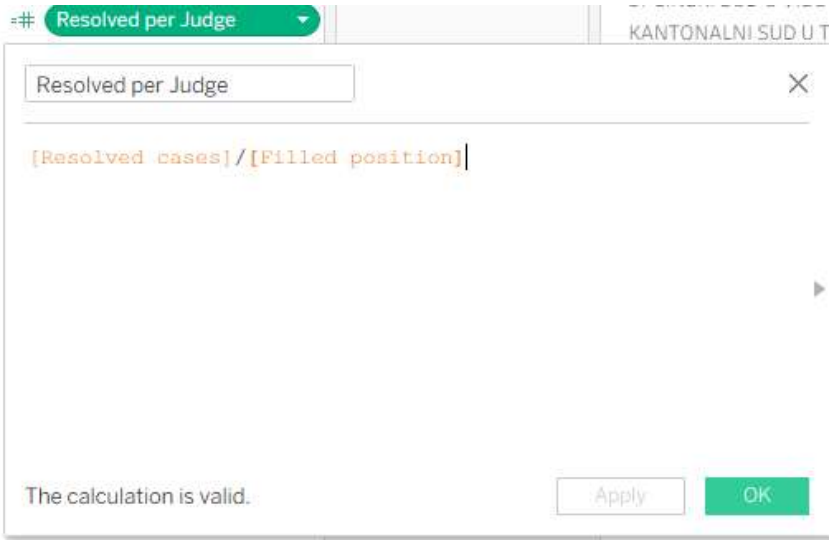
- Create new sheet “13”
- Use data Sheets Vjezba 13
- Create calculated filed “Resolved per judge”
- Create rank filed (rank data)
- Drag “Resolved per judge” to Columns , Drag Court to Rows
- Sort by largest on top
- Extend Court name
- Set color Resolved per judge
- Add Rank to Details (tooltip)
- Filter: Entity (Federation only)
- Give it a lable «Broj rijesenih predmeta po sudiji»



HEEA

Calculated filed

[Resolved cases]/[Filled position]



tableau

HEEA

Rank

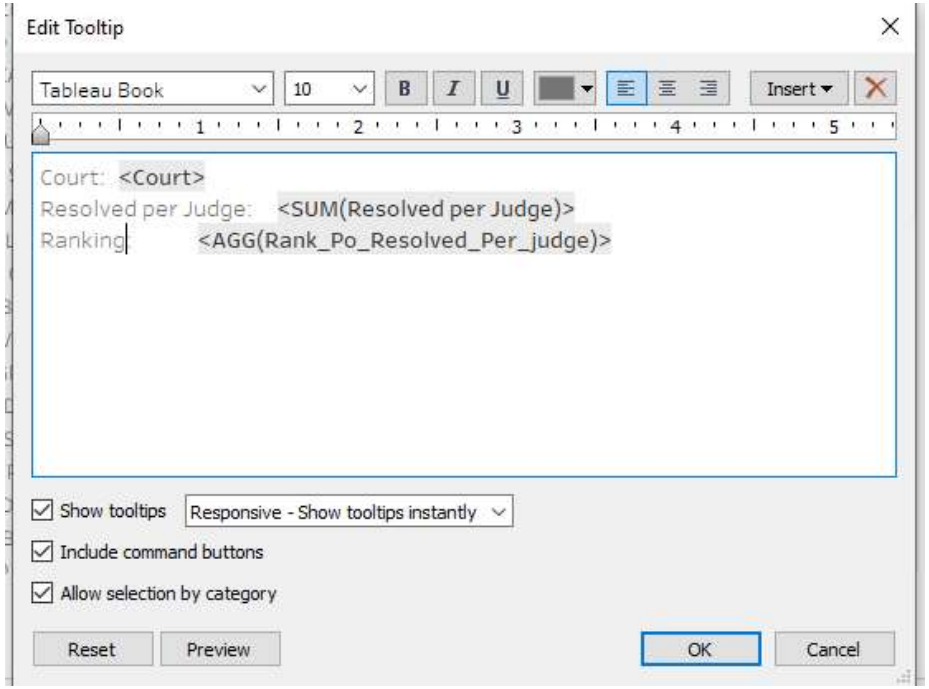
RANK(AVG([Resolved per Judge]),'desc')



tableau

HEEA

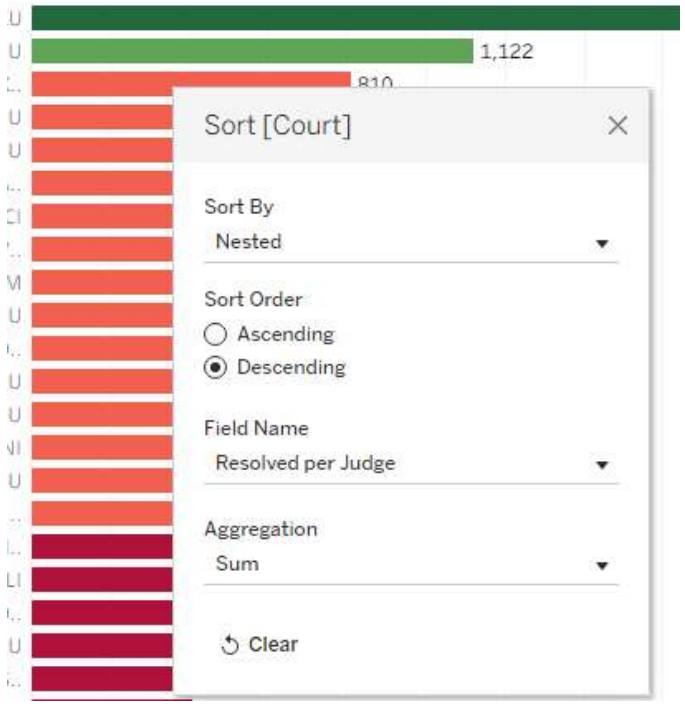
Tooltip



tableau

HEEA

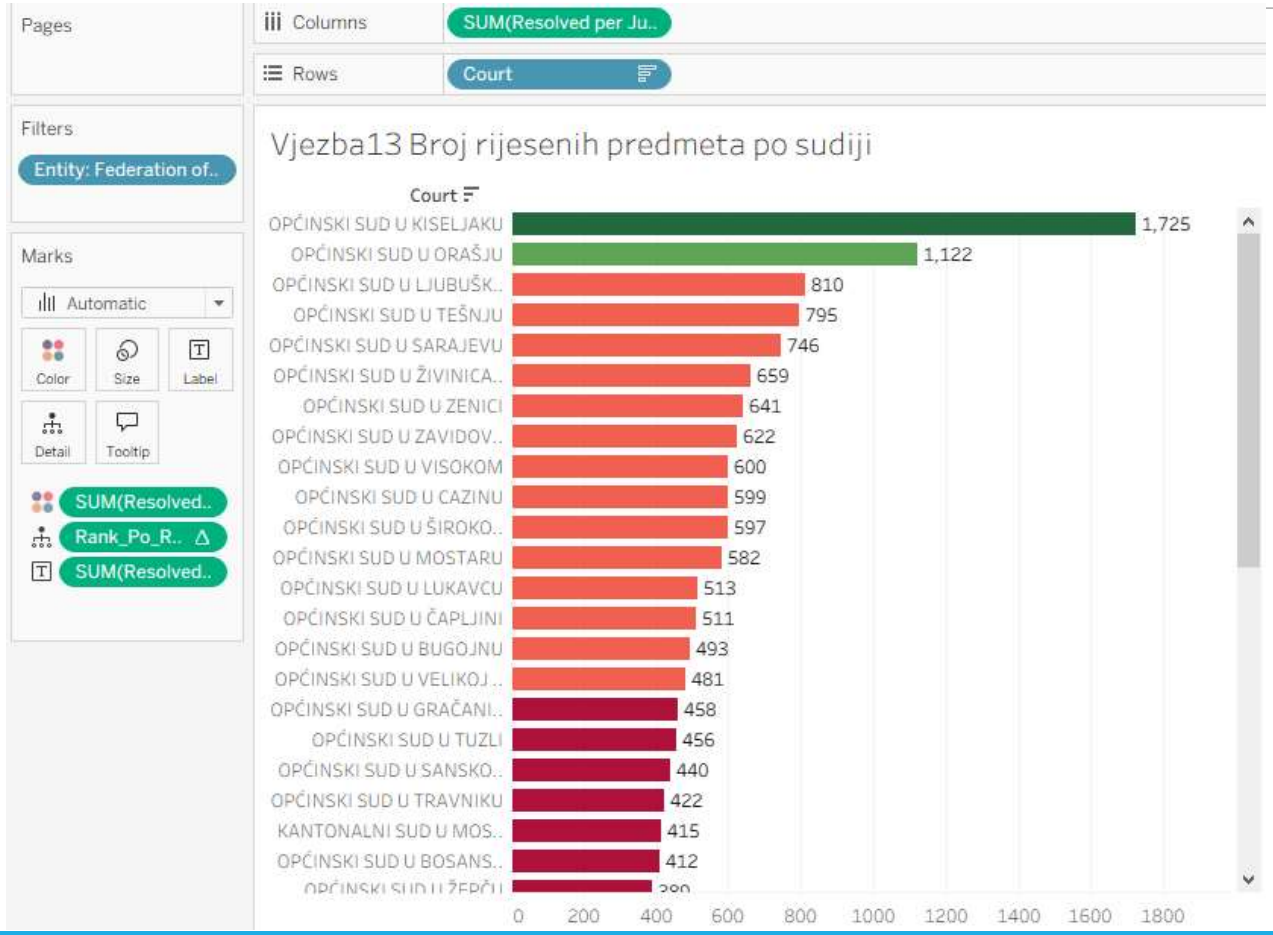
Sort



tableau

HEEA

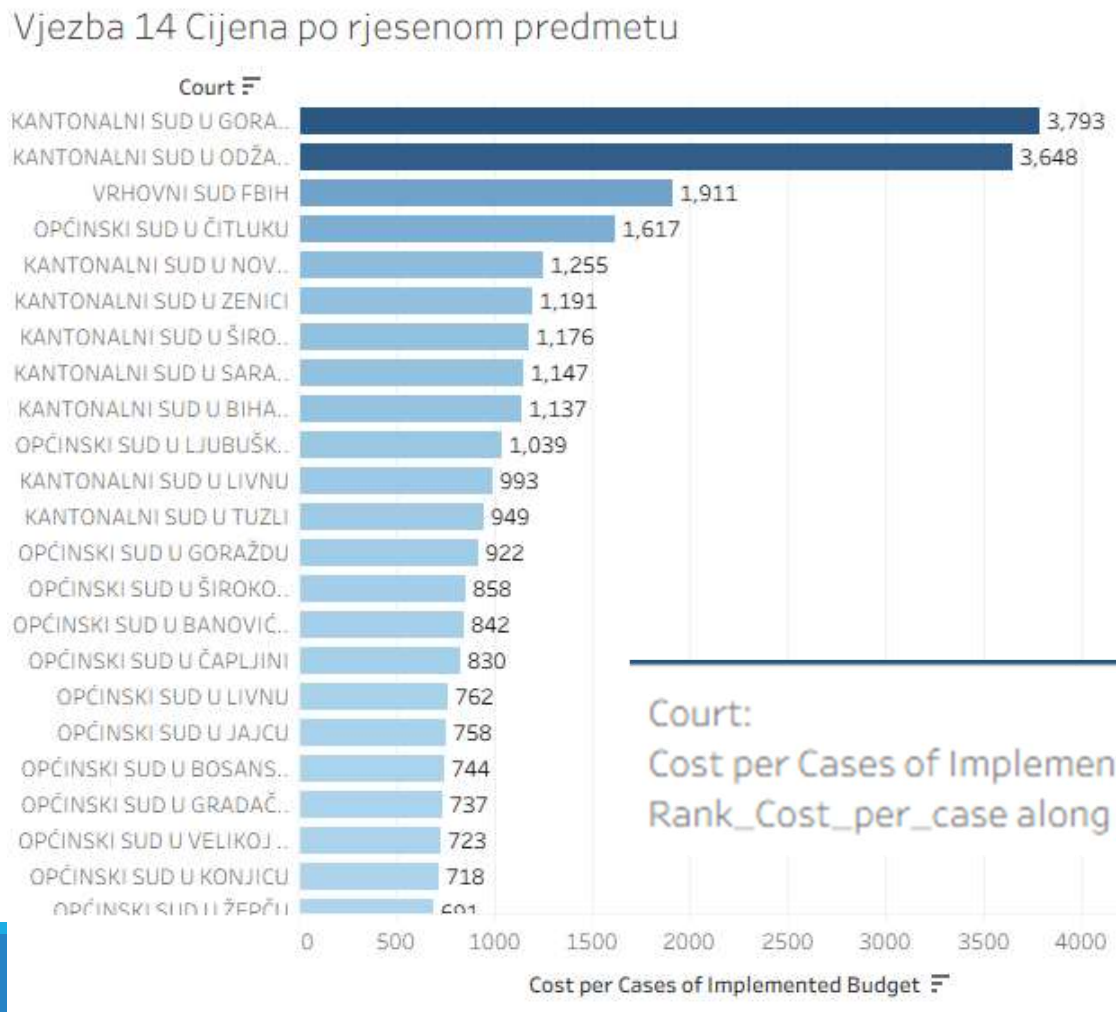
Hands on exercise 13 - Solution



tableau

Hands on exercise 14

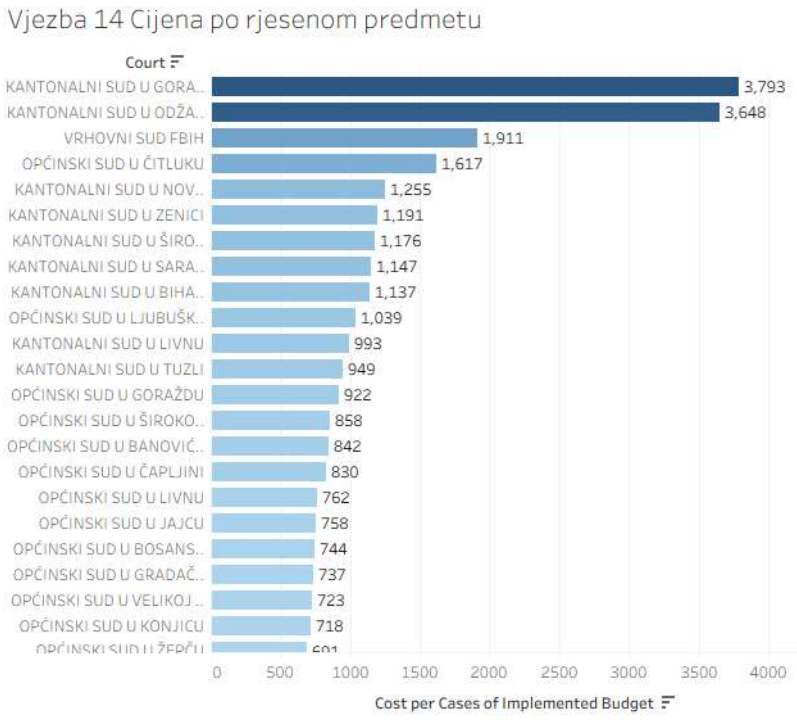
Data Sheet: Vjezba 13



HEEA

Hands on exercise 14

- Create new sheet “14”
- Use data Sheets Vjezba 13
- Create cost rank filed (rank data)
- Drag “Cost per case” to Columns , Drag Court to Rows
- Sort by most expensive on top (nested)
- Extend Court name
- Set color Cost per case (automatic)
- Add Rank to Details (tooltip)
- Filter: Entity (Federation only)
- Give it a lable «Cijena po rjesenom predmetu»



tableau

HEEA

Rank

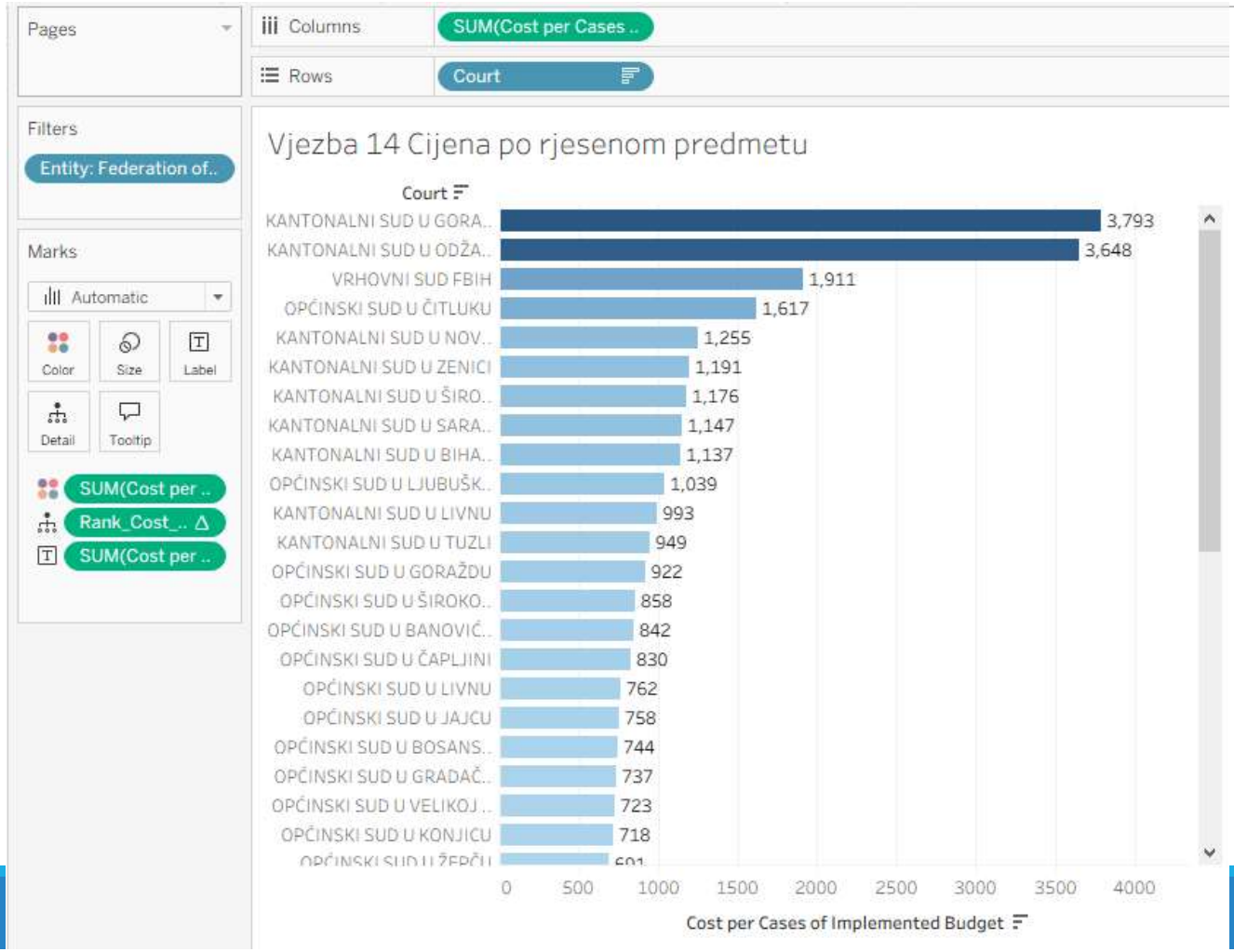
RANK(AVG([Cost per Cases of Implemented Budget]),'asc')



tableau

HEEA

Hands on exercise 14 - Solution

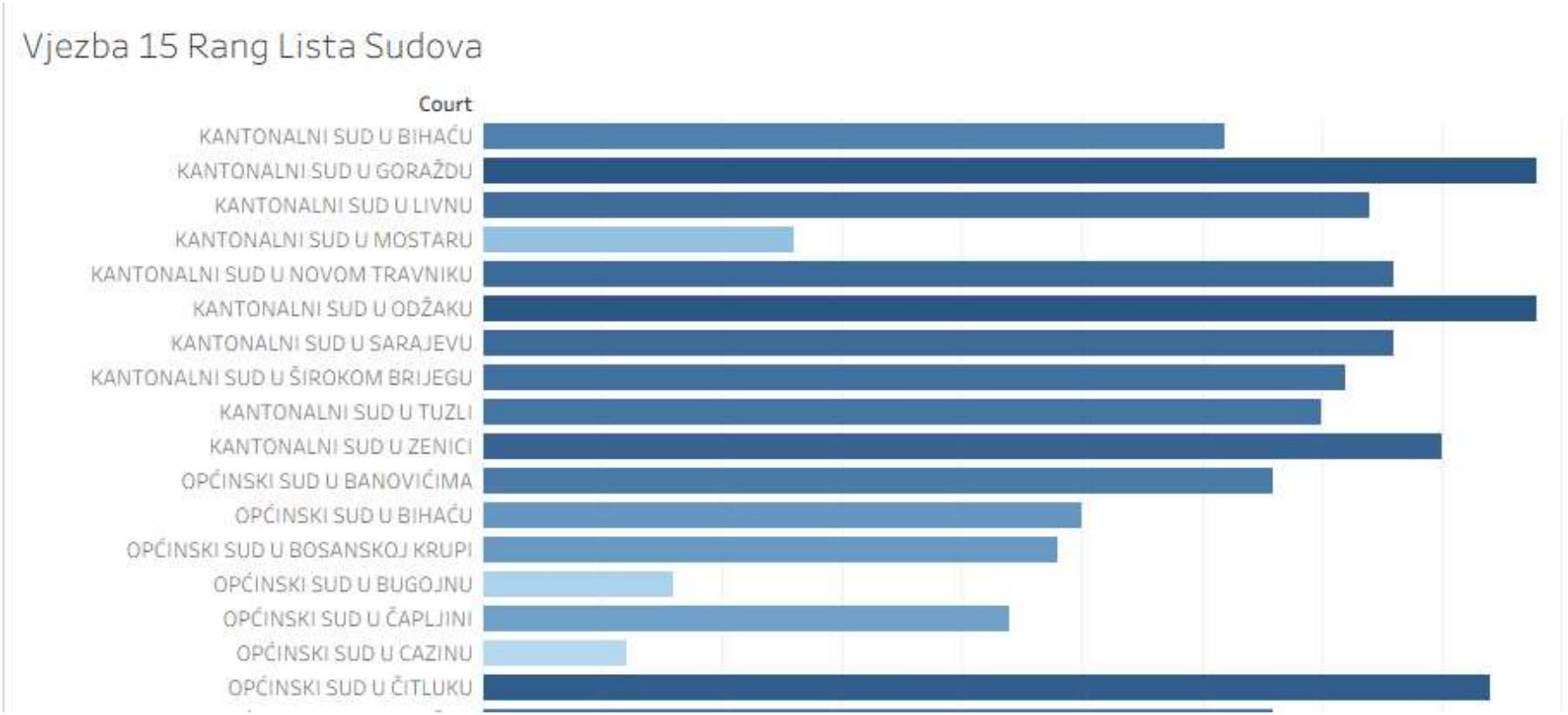


tableau

HEEA

Hands on exercise 15

Data Sheet: Vjezba 13

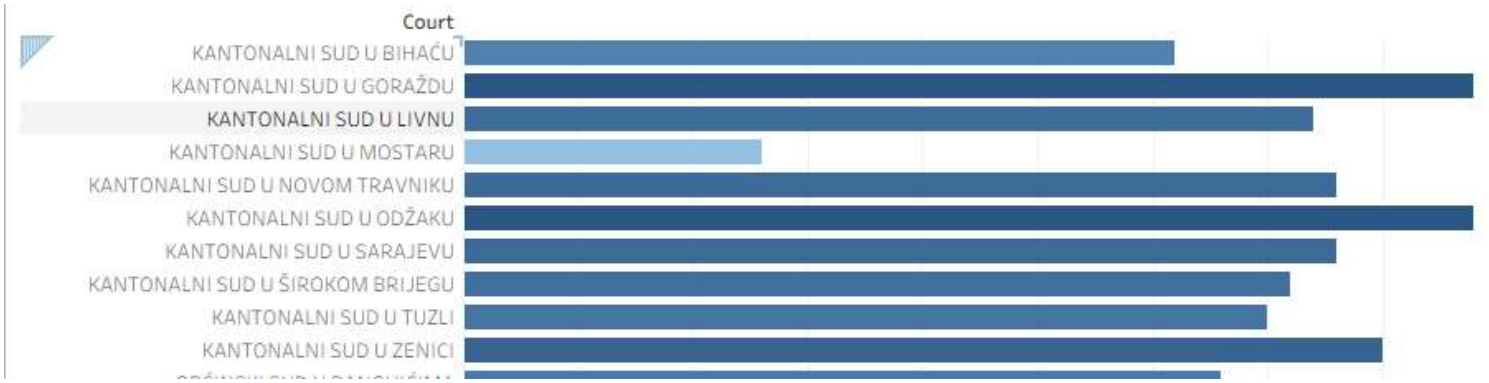


tableau

HEEA

Hands on exercise 15

- Create new sheet “15”
- Use data Sheets Vjezba 13
- Create cost rank filed (rank data – Ex 13 and Ex14)
- Drag “Cost per case” to Columns , Drag Court to Rows
- Extend Court name
- Set color “Ranking_overall” per case (automatic)
- Filter: Entity (Federation only)
- Give it a lable «Rang Lista Sudova»



tableau

HEEA

Rank + Rank

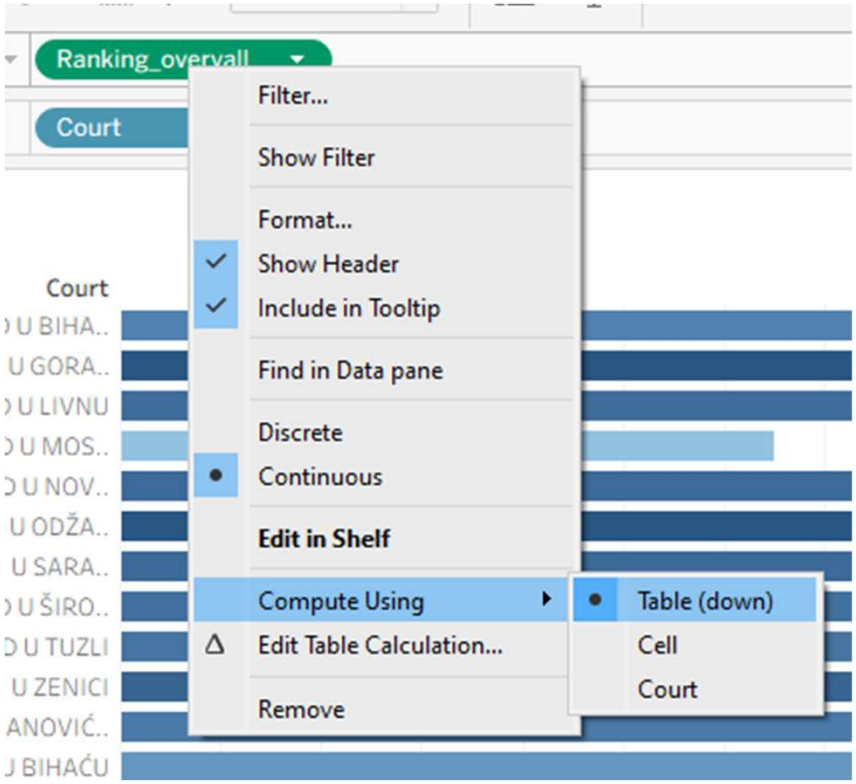
ROUND(([Rank_Cost_per_case]+[Rank_Po_Resolved_Per_judge])/2,0)





HEEA

Compute – table level



tableau

HEEA

Hands on exercise 15 - Solution

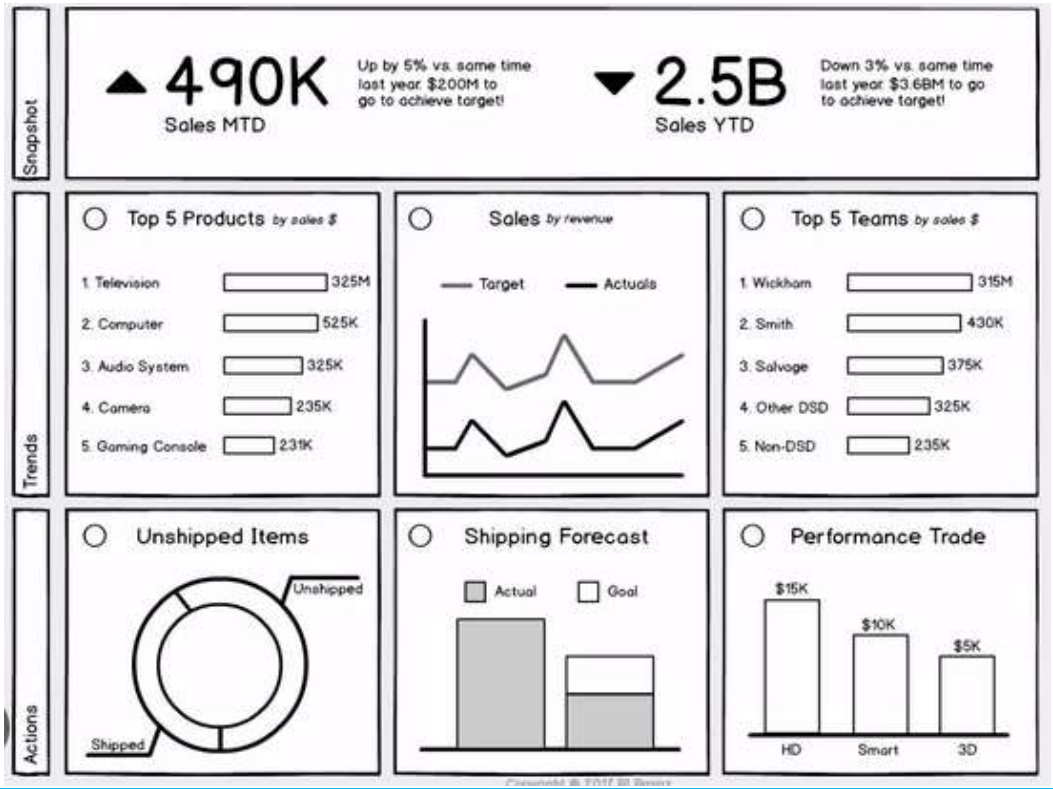


tableau

HEEA

Dashboard - planning

Create mockup



tableau

HEEA

Dashboard - planning



tableau

HEEA

Dashboard - planning

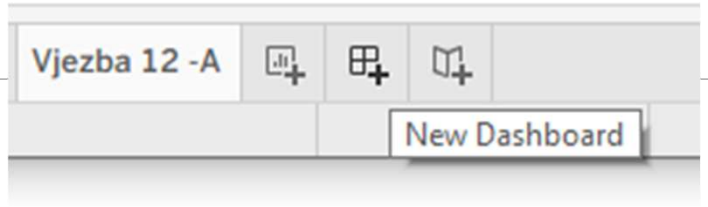


tableau

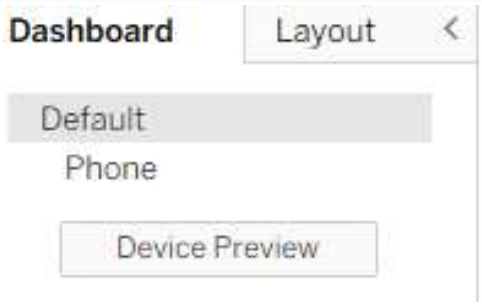
HEEA

Dashboard tools

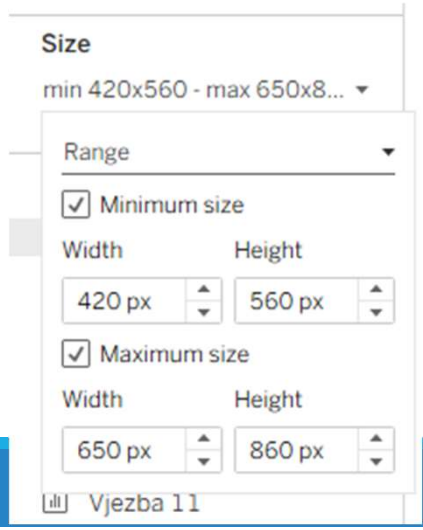
Create new dashboard



Pick device



Size

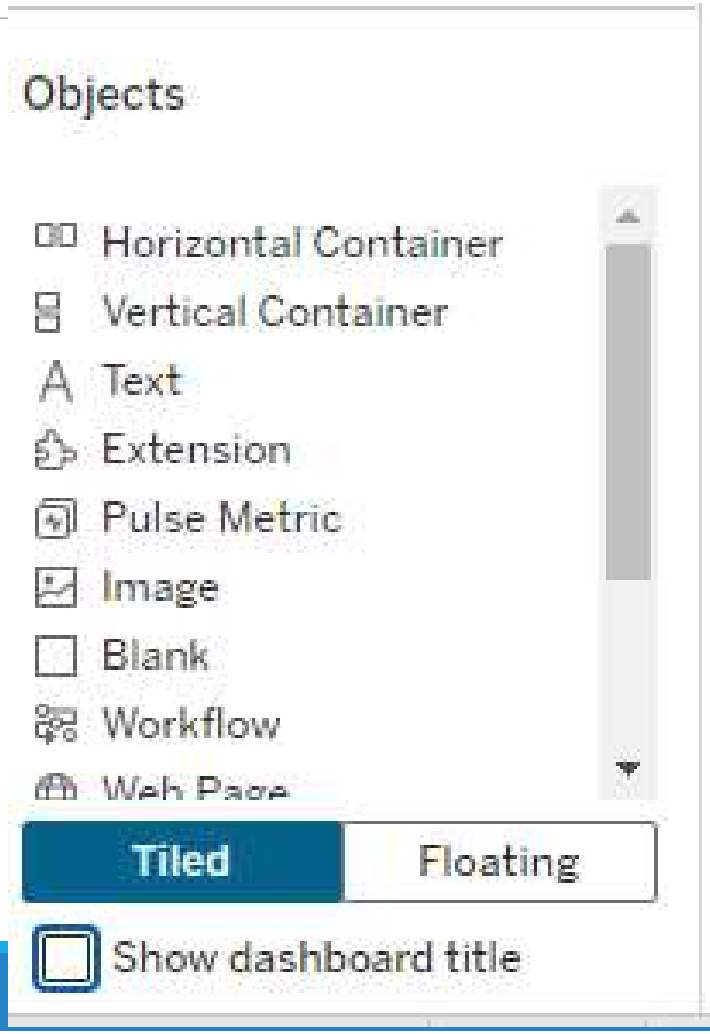


tableau

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Dashboard

Type of objects



HEEA

Add container

Select Floating

Select Horizontal Container

- Drop Horizontal container on right side of screen

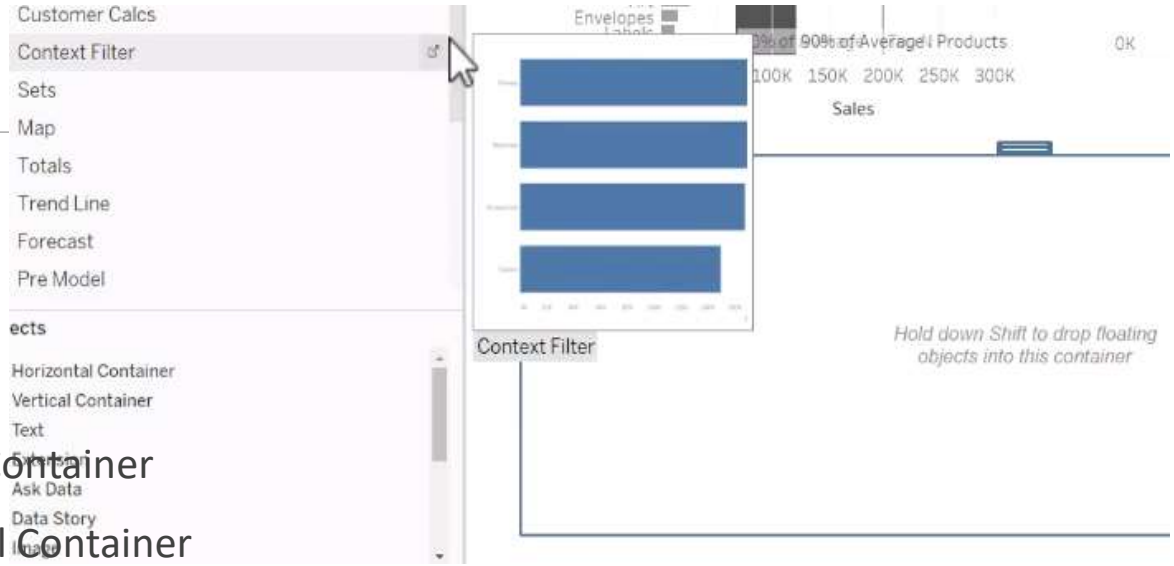
Switch back to Tiled

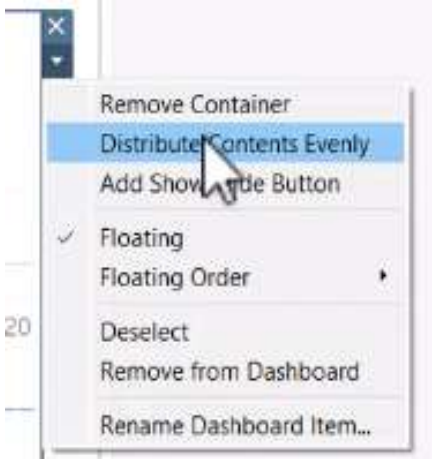
Select one of Sheets and pull it over Horizontal Container

Select one more sheet and pull it over Horizontal Container

Under Layout (see order of Vis)

Select distribute Contents Evently





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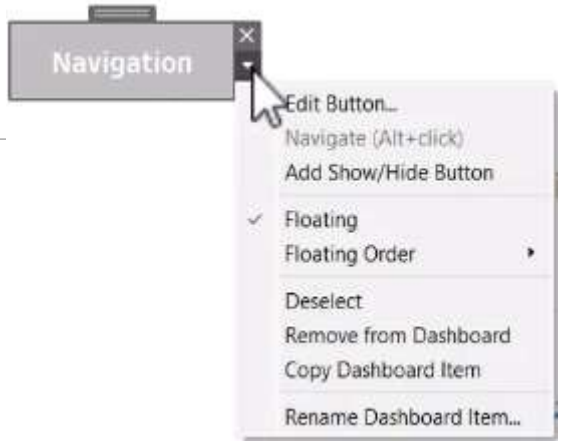
HEEA

More objects

Text (switch to floating) add text on top of your dashboard

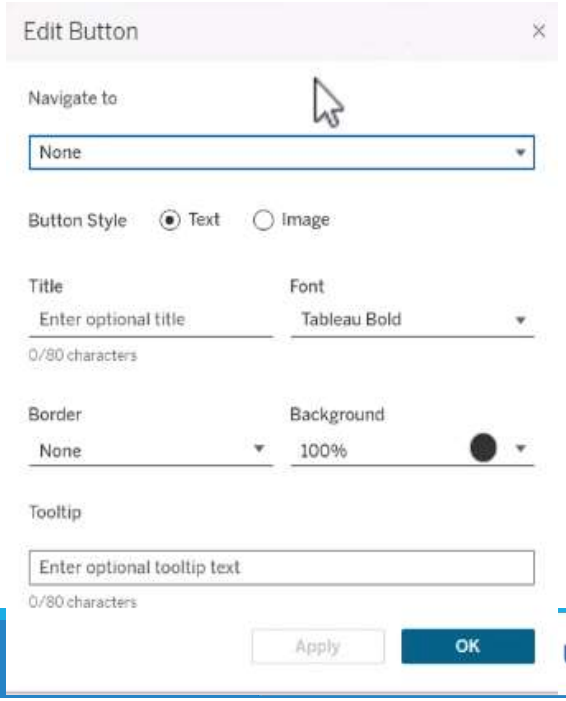
Image – add image to your dashboard

Navigation – create button to click on



Web page





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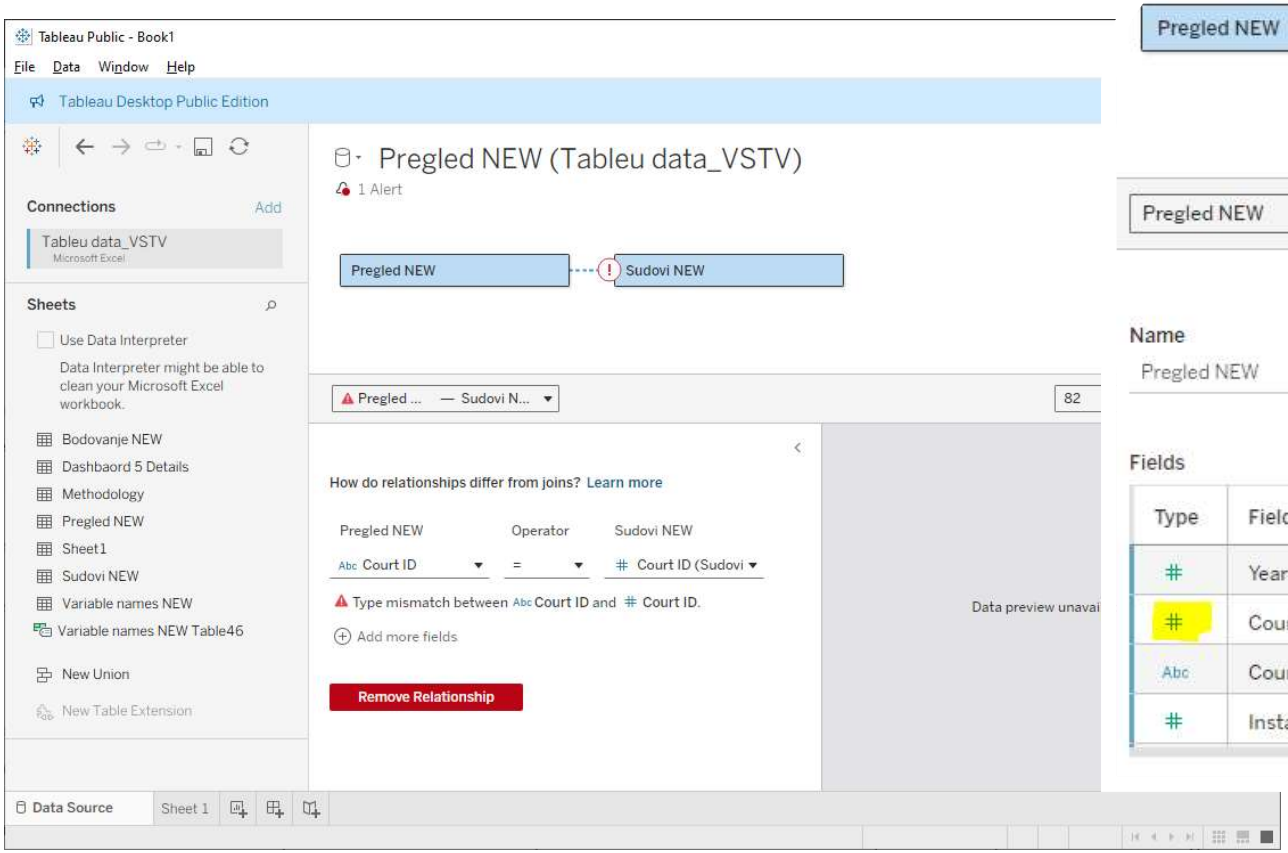
Data connections - issues

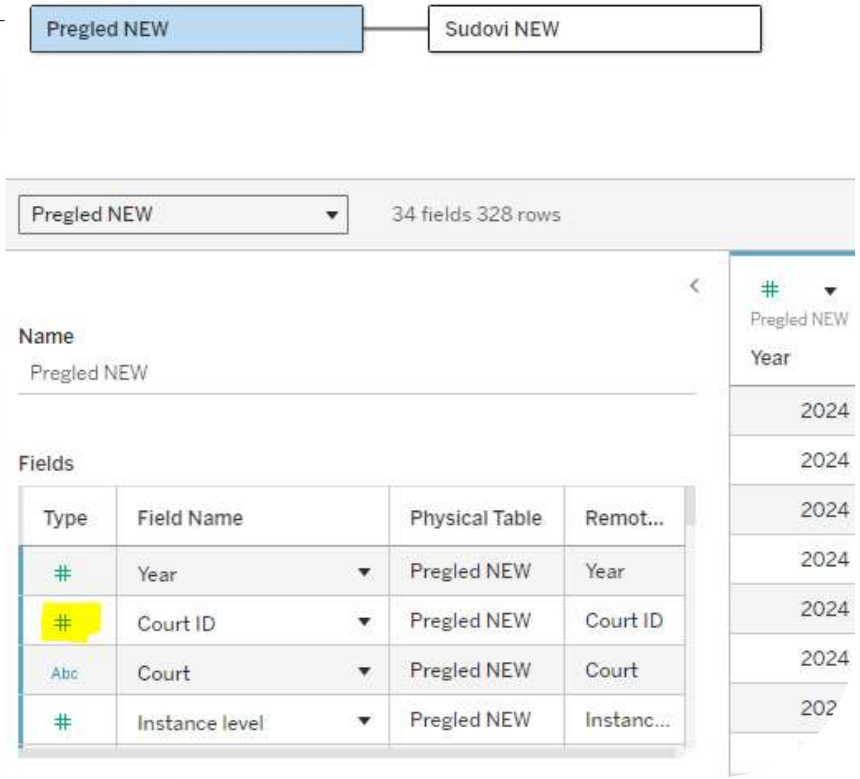


tableau

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Data connections





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