

QUICK REFERENCE GUIDE

How to download data from Data Behind the Dashboards in Excel or CSV format.

Step 1: On <u>Data Behind the Dashboards</u> scroll down to the Tableau banner at the bottom of the dashboard and click on the down arrow

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Step 2: Select "Crosstab" from the pop-up

| Download X | |
|--------------------------|--|
| Select your file format. | |
| Image | |
| Data | |
| Crosstab | |
| PDF | |
| PowerPoint | |
| Tableau Workbook | |
| Get the App | |

Step 3: Select your desired file type and click the "Download" button

| Download Crosstab | \times |
|-------------------------------------|----------|
| Select a sheet from this storypoint | |
| TABLE_DAILY | |
| Select Format | |
| Excel CSV | _ |
| Download | |