Accessing Tableau Server in 3 Simple Steps:

1. Sign in with your UC San Diego SSO username and password

2. Locate your organization’s folder and click on the folder to view files

3. Click View to access the Tableau workbook
Publishing to the Tableau Server in 4 Simple Steps:

1. Click on Server and select Publish Workbook.

2. Type in the Tableau server address (tableau.ucsd.edu or tableau-qa.ucsd.edu) and sign in with your UC San Diego SSO username and password.