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| **4320 Memorandum** | E:\Users\bergg\Documents\My Templates\Word\Accountancy\Accountancy\Accountancy_color_h.jpg |

To: «GreetingLine»

From: Dr. Gary G. Berg

Date: April 16, 2024

Re: ACCT 4320 (assignment 20 Lab 10-2)

**Assignment 19**

**Required:**

* Complete lab 10-2
* Do the following steps with indicated modifications?
	+ 1Create the connections
		- Covered on a previous assignment
	+ 2 Create the sheets
		- Sheet one (column chart, show mark labels)
		- Sheet two (column chart, show mark labels )
		- Sheet 3 (no change)
		- Sheet 4 (show mark labels)
	+ 3 Create the dashboard
		- Layout
			* Products sold and Sales order count by Product on top half of dashboard
			* Sales by day and geographic map on lower half of the dashboard
* **Additional requirement (Master the Data)**
	+ Sheet 5
		- Create a crosstab showing count of sales orders, product quantity sold, and total $ sales by product by year.
			* Depending on your design, show grand totals, grand totals & column totals or column totals and subtotal
	+ **Sheet 6**
		- Create a geographic map by state using total $ sales
		- This sheet should have the ability to filter by product and/or year (show filter)
	+ Dashboard 2
		- Create a second dashboard using the two geographic sheets.
1. To save your work, go to file > save as to save the file as a **twbx** (tableau packaged workbook) file.
	1. **Failure to save file as twbx will result in grade of zero**
2. Additional Note: Make sure you **submit the twbx** file and not the temp file that is created when you are in Tableau
	1. The temp file is erased when you exit Tableau, but there may be a delay before that happens
		1. Temp files have an extension of **twbr**
3. Submit the completed Tableau .twbx file via the D2L dropbox.: (You are not submitting screenshots)
	1. Files submitted to the wrong dropbox will receive a **grade of 0**
	2. Failure to follow directions will result in a grade of ZERO
4. This is **not a** group assignment. Students should work independently.
	1. **Copying/plagiarism** will result in a **grade of 0** for all parties involved.
5. **Due on 04-24-2024, 11:30 p.m.**
6. **Remember, file must be virus free**. (**Any assignment received containing a Virus receives a grade of 0)**

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