

# Configuring Tableau

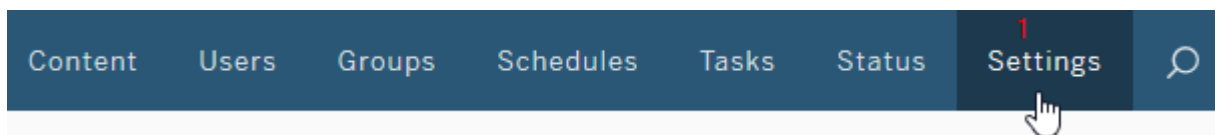
1. Login to **Tableau** as an Admin user.



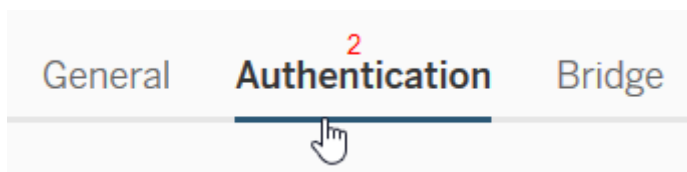
Sign in to Tableau Online

A screenshot of the Tableau Online sign-in page. It features two input fields: the first for the username and the second for the password, which is masked with dots. Below the password field are two links: "Remember me" with an unchecked checkbox and "Forgot password". At the bottom is a dark blue button with the text "Sign In" and a right-pointing arrow.

2. Click on **Settings** on top bar menu.



3. Click on **Authentication**.



4. In Authentication type section **enable the additional authentication method**, check on the **SAML** button.

## Authentication types [Learn more](#)

Tableau

This is the default authentication type for Tableau Sites, and is always enabled.

3  Enable an additional authentication method

Google

This allows you to set OpenID as your users' authentication method

4  SAML

This allows you to set up your SAML provider to work with Tableau so your users (i.e. Okta, OneLogin, etc.)

5. Click on **Edit Connection**.

[Edit Connection...](#) 5

Follow the steps below to use SAML for single sign-on.

6. Copy **customer id** from **Export Metadata from Tableau online** section.

### 1 Export metadata from Tableau Online

Select an option for obtaining metadata required by the Identity Provider (IdP):

• Export an XML file that contains the metadata.

or

• Copy the Tableau Online entity ID and ACS URL individually, and download the X.509 certificate and save it as a CER file.

Tableau Online entity ID

Assertion Consumer Service URL (ACS)

Customer id

7. Import your IdP Metadata which is exported in steps 2, click on **Apply > Test Connection**.

#### 4 Import metadata file into Tableau Online

IdP metadata file	<input type="text"/>	<input type="button" value="Browse..."/>	<input type="button" value="Apply 6"/>
IdP entity ID	<input type="text" value="UG_VPN_Tableau"/>		
SSO Service URL	<input type="text"/>		
IdP is configured to support SAML single logout (SLO)			
<input type="button" value="Test Connection 7"/>	<input type="button" value="Remove IdP"/>		

- Match your IdP Attributes with Tableau Attributes then click on **Apply**.


#### 5 Match attributes

Match the attribute names (assertions) in the IdP's SAML configuration to the corresponding attribute names on Tableau Online. Click Test Connection to fetch available attributes.

Tableau Online Attribute	Identity Provider (IdP) Assertion Name
<b>Email</b> Enter the name of the IdP assertion that contains the email address sent from the IdP to Tableau Online during the authentication process. The user is authenticated if the IdP email address is an exact match for the user's email address as stored in Tableau.	<input type="text" value="NameID"/>
<b>Display Name</b> Enter an assertion name for either the first name and last name, or for the full name, depending on how the IdP stores this information. Tableau Online uses these attributes to set the display name.	
<input type="radio"/> First name	<input type="text" value="FirstName"/>
<input checked="" type="radio"/> Last name	<input type="text" value="LastName"/>
<input type="radio"/> Full name	<input type="text" value="FullName"/>

- Scroll down and check the **Default authentication type for embedded view** to **SAML**.

### Default authentication type for embedded views

- Allow users to choose their authentication type
- Tableau
- .com (SAML)