

* Keyboard Accessibility for Tableau on the Web

Applies to: Tableau Desktop

Interact with views

Users sent a link to a WCAG-conformant viz in Tableau Cloud or Tableau Server can interact by using commonly supported WAI-ARIA standards for keyboard navigation. The following keyboard navigation also applies to embedded views.

All components

What to do	Keystrokes
Move focus to next navigation component	Tab
Move focus to previous navigation component	Shift+Tab
Button activation	Spacebar or Enter

Navigation panel and toolbar

To skip the navigation panel and toolbar, select **Skip to Content**.

What to do	Keystrokes
Move focus to next component in navigation panel	Tab
Move focus to next item in toolbar	Right
Move focus to previous item in toolbar	Left
Activate the selected toolbar button	Enter

What to do	Keystrokes
Escape toolbar button window	Esc
In a toolbar button window, move focus between components	Tab
In a toolbar button window, move focus for dropdown menus	Arrow keys
Select a new menu item from dropdown menus	Enter
Move focus between people or groups in a user selection box	Up/Down
Delete or remove additions in a selected toolbar window	Delete

Custom views toolbar window

What to do	Keystrokes
Rename custom view	Ctrl+R
Set default custom view	Ctrl+D
Make visible to others toggle on/off	Ctrl+P
Delete selected custom view	Windows: Delete Mac OS: Fn+Delete

Comments pane

What to do	Keystrokes
Apply comment snapshot to the view	Enter or Spacebar
Delete comment	Delete or Backspace

Sheet tabs

What to do	Keystrokes
Move focus to previous	Left/Up
Move focus to next	Right/Down
Go to the focused tab	Enter

Legends

What to do	Keystrokes
Move focus to previous	Up
Move focus to next	Down
(Single column) move focus to previous, (Multi-column) move focus to left	Left
(Single column) move focus to next, (Multi-column) move focus to right	Right
Move focus to first item	Home

What to do	Keystrokes
Move focus to last item	End
Toggle item selection	Spacebar
Toggle highlighting on and off Note: This is the keyboard equivalent of Highlight Selected Items .	Enter
Clear all item selections Note: To view legend item text with more contrast, select individual legend items, and then switch highlighting on and off.	Esc

Filters

What to do	Keystrokes
Move focus to previous item	Left/Up
Move focus to next item	Right/Down
Move focus to first item	Home
Move focus to last item	End
Toggle selection (check/clear checkboxes, select/clear radio buttons)	Spacebar
Apply changes, if Cancel or Apply buttons are available	Enter
Revert changes to default settings	Esc

Filters controls and search

What to do	Keystrokes
Move focus from filter item to filter control buttons (search, Single Value (List)/Multiple Values (List), Single Value (Dropdown)/Multiple Values (Dropdown), Include/Exclude Values). Press Spacebar to select a button.	Shift+Tab
Move focus in the dropdown menu	Arrow keys
Choose a menu item	Enter
Press on search button and enter search term	Spacebar
Press to clear search input. Press Esc again to dismiss Search.	Esc

Parameter controls

Single value (list)

What to do	Keystrokes
Move focus to previous item	Left/Up
Move focus to next item	Right/Down
Commit selection and update parameter value	Spacebar

Single value (dropdown)

What to do	Keystrokes
Dropdown list collapsed: Move focus to previous item and commit to value, Dropdown list open: Move focus to previous item and commit to value; doesn't commit to value	Up
Dropdown list collapsed: Move focus to next item and commit to value, Dropdown list open: Move focus to next item and commit to value; doesn't commit to value	Down
Dropdown list collapsed: Open or close domain list, Dropdown list open: Commit selection of focused item	Spacebar
Dropdown list open: Collapse domain list without making a selection	Esc

Slider

What to do	Keystrokes
See previous item in domain and commit	Left/Up
See next item in domain and commit	Right/Down

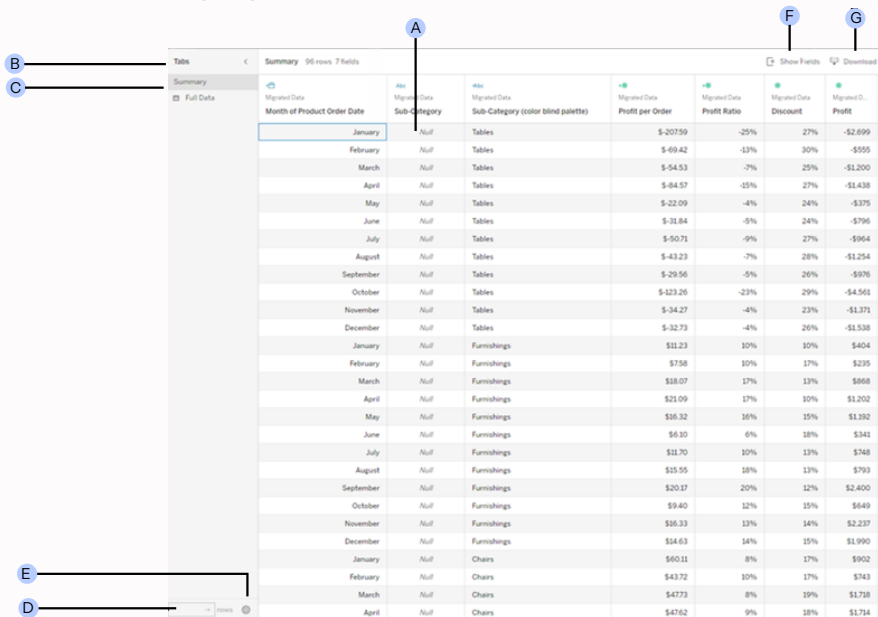
View Data window

Note: The View Data keyboard shortcuts are available in Tableau Cloud, Tableau Server, and Tableau Desktop.

What to do	Keystrokes
Move focus to a visualization (viz)	Within a dashboard or workbook, press Enter
With a viz in focus, open the View Data window Note: The screen reader you're using might require some combination of modifier keys (Shift, Ctrl, Alt, Cmd) in conjunction with Enter. See the documentation for your screen reader.	Shift+Enter
Move focus to any cell within the data grid	Arrow keys
Interact with cells in a grid	Use the arrow keys to navigate to the cell. Press Enter to focus on an element within a cell. Then interact with the element using keyboard navigation, such as Enter or Space. To return to navigation mode, press Esc.
Move a column	Within the data grid, use the arrow keys to move focus to a cell in the desired column. Press Enter, use the down arrow key to select Move Left or Move Right , and then press Enter.
Sort by column	Within the data grid, use the arrow keys to move focus to a cell in the desired column. Press Enter, use the down arrow key to select Sort Ascending or Sort Descending , and then press Enter.

What to do	Keystrokes
Remove a column	Within the data grid, use the arrow keys to move focus to a cell in the desired column. Press Enter, use the down arrow key to select Remove , and then press Enter.
Move focus to another data table	Press Tab to move the focus to the Summary tab. Use the down arrow key to move the focus to the desired data table within the Tabs pane.
Edit number of rows	Press Tab to move the focus to the row count field. Type the desired row number, and then press Enter.
Show or hide aliases	Press Tab to move the focus to the Settings button. Press Enter to show aliases, and press Enter again to hide aliases.
Add or remove fields	Press Tab to move the focus to the Show Fields button. Press Enter to display a list of fields in the data source. Use the arrow keys to move the focus to each field name. Press Enter to remove any undesired fields from the data grid. To add fields back to the data grid, press Enter on the desired field to reselect it.
Download the data as it displays in the View Data window	Press Tab to move the focus to the Download button, and then press Enter. A CSV file containing your customized view of the data downloads in your browser.
Close the View Data window	Windows: ALT+F4 Mac OS: Cmd+W

In the **View Data** window, there are several tab stops that enable you to customize the data that displays.



A Selected cell within the data grid

B **Tabs** pane, expand/collapse

C **Tabs** pane, current selection

D **Row count** field

E **Settings** button

F **Show Fields** button

G **Download** button

Visualization headers

What to do	Keystrokes
Move focus to a visualization (viz)	Within a dashboard or workbook, press Enter
With a viz in focus, move to the left, top, right, or bottom headers	Arrow keys
Navigate into a header	Enter
Navigate within a header or nested header	Arrow keys
Toggle header highlighting on/off	Spacebar
Back out of a header	Esc

Example: Navigate a View in Tableau Cloud or Tableau Server

This example shows how you can navigate and interact with a view using keyboard navigation.

- 1 Press Tab to move the focus to the visualization.

Note: The **Skip to Content** button lets you skip over the navigation panel and toolbar. To go directly to the view page, press Enter to select **Skip to Content**.

Skip to Content →

Note: In a workbook that has multiple sheet tabs, press Tab to move the focus to the **Tabs** pane, and use the arrow keys to move focus between tabs. Then press Enter or Spacebar to open a specific sheet.



This image shows the visualization area in a sheet. A blue border indicates the focus.

2 Navigate to filters and legends in the view by pressing Tab.

To change a filter setting, press Tab to move focus to the filter, and then press the arrow keys to move between items.

- ✱ Press Spacebar to switch item selections.
- ✱ For dropdown filters - Press Enter to apply filter changes. Press Esc to revert changes to the default settings.

To highlight legend items, press Tab to move focus to the legend, and then press the arrow keys to move between items.

- ✱ Press Spacebar to switch item selections.

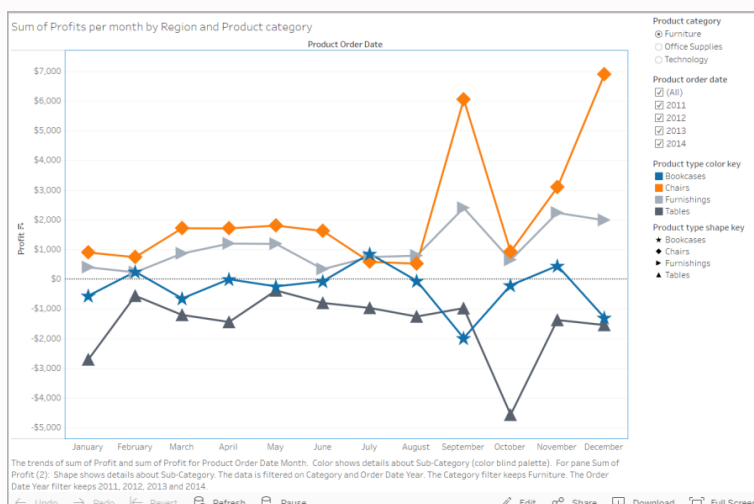
Note: To view legend item text with more contrast, select individual legend items, and then switch highlighting on and off.

- ✱ Press Enter to highlight the selected legend items in the view. Press Enter again to turn off highlighting.
- ✱ Press Esc to clear all item selections.

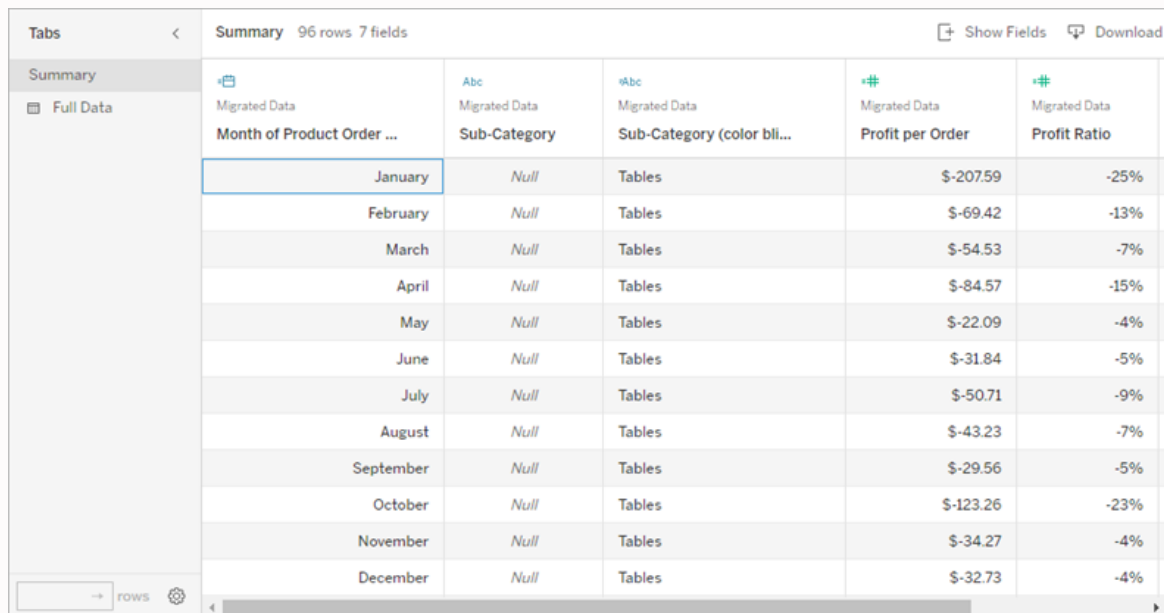
See the table of keystrokes at the beginning of this article for the list of keystroke options for legends and filters.

3 To access underlying data that can be read by your screen reader, tab the focus to the visualization area and then press Enter.

Note: Your screen reader may require some combination of modifier keys (Shift, Ctrl, Alt, Cmd) in conjunction with Enter. See the documentation for your screen reader for details.



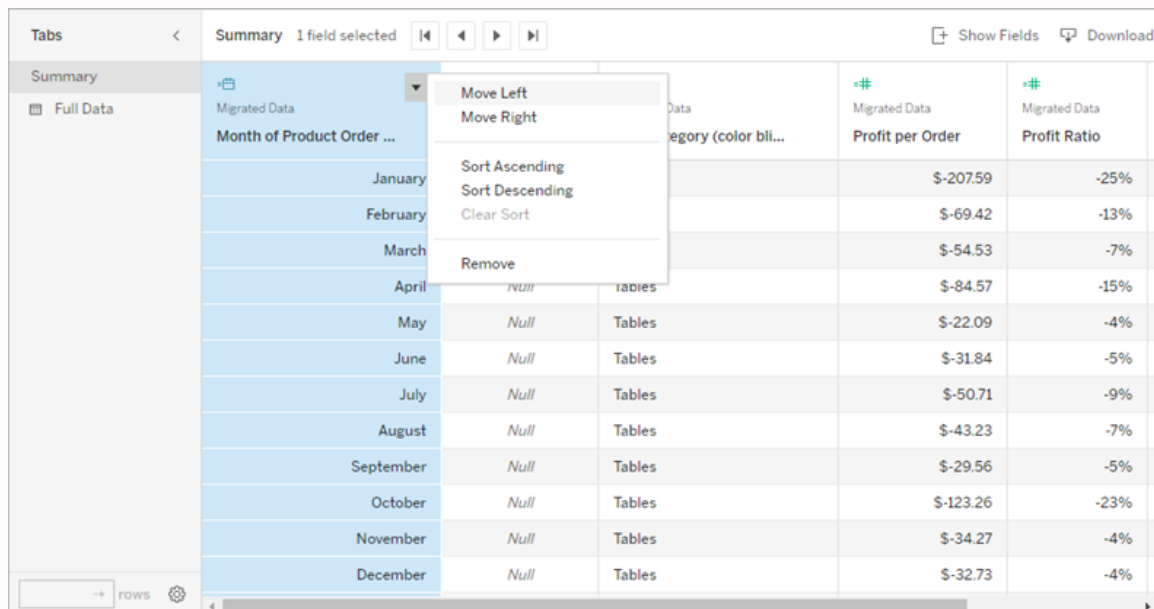
The **View Data** window opens in a new browser window.



Month of Product Order ...	Sub-Category	Sub-Category (color bli...	Profit per Order	Profit Ratio
January	Null	Tables	\$-207.59	-25%
February	Null	Tables	\$-69.42	-13%
March	Null	Tables	\$-54.53	-7%
April	Null	Tables	\$-84.57	-15%
May	Null	Tables	\$-22.09	-4%
June	Null	Tables	\$-31.84	-5%
July	Null	Tables	\$-50.71	-9%
August	Null	Tables	\$-43.23	-7%
September	Null	Tables	\$-29.56	-5%
October	Null	Tables	\$-123.26	-23%
November	Null	Tables	\$-34.27	-4%
December	Null	Tables	\$-32.73	-4%

In the View Data window, the first cell of the data grid is in focus. Use the arrow keys to move the focus to any cell within the data grid.

With a cell in focus, press Enter to open the context menu to move, sort, or remove a column.



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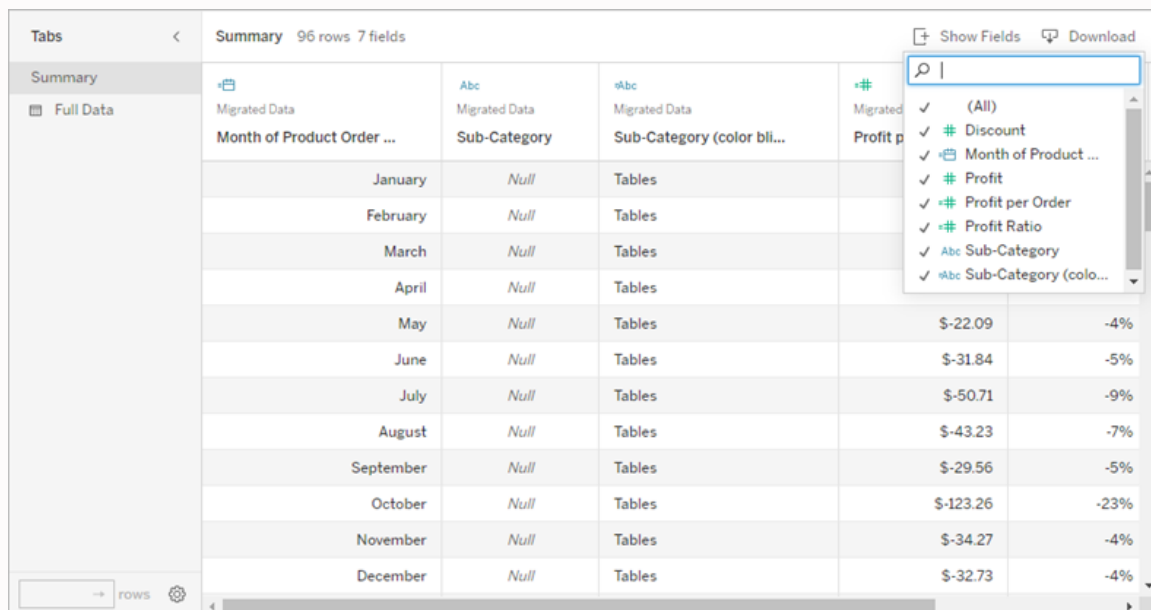
To move the focus to the **Tabs** pane, press Tab. Press Enter to expand or collapse the pane.

To change the data shown within the table, press Tab to move the focus within the **Tabs** pane. Use the arrow keys to move the focus to a specific data table, and press Enter.

Press Tab to move the focus to the **row count** field. To edit the row count, type the desired row number and press Enter.

Press Tab to move the focus to the **Settings** button. Press Enter to **Show Aliases**, and press Enter again to hide aliases.

Press Tab to move the focus to the **Show Fields** button. Press Enter to display a list of fields in the data source. Use the arrow keys to move the focus to each field name. Press Enter to switch the selection of fields in the data grid.



Press Tab to move the focus to the **Download** button. Press Enter. A CSV file containing your customized data is downloaded in your browser.

Note: The web browser you're using might require a different key combination to open downloaded files. See the documentation for your web browser.

Press ALT+F4 (Windows) or Cmd+W (Mac OS) to close the **View Data** window.

- 4 To access buttons in the toolbar, tab the focus to the toolbar area and then use the right arrow to move to the next toolbar button.

Press Enter to activate the Comments button on the toolbar.

Type your comment in the **Add a comment** field. To add a snapshot to your comment, press Tab to move the focus to the snapshot button. Press Enter to add a snapshot. Press Tab to move the focus to the **Post** button. Press Enter to add the comment.

Press Tab to move through options in the button's window, including exiting the window.

Manage Content

Use the following keyboard interactions to manage content on Tableau Server or Tableau Cloud.

Organize Your Favorites or Collections

On your Favorites page or collections that you own, you can move items when content is displayed in grid view. The order you arrange items in appears as the custom order under the Sort By menu. For more information, see **Mark Favorites**.

What to do	Keystrokes
Pick up item	Windows: Alt+Up Mac OS: Option+UP
Move item left	Left
Move item right	Right
Undo move	Esc or Tab
Drop item	Windows: Alt+Down Mac OS: Option+Down

Interact with Tableau Pulse

Edit Tableau Pulse definitions

When you create or edit a metric definition in Tableau Pulse, you can use the keyboard to navigate within steps and to skip steps.

1 Core Definition

Core Definition

Details

Data source
Sample - Superstore

Name *
Team Sales

Description

Cancel Next

What to do	Keystrokes
Move to next step in list of steps	Right/Down
Move to previous step in list of steps	Left/Up
Open selected step	Enter
Back to list of steps	Esc
Skip to save or next button	Windows: Ctrl+Shift+Enter Mac OS: Cmd+Shift+Enter
Skip to cancel button	Windows: Ctrl+Shift+Backspace Mac OS: Cmd+Shift+Delete

Source: Accessibility guidance adapted from Tableau's official accessibility documentation.

https://help.tableau.com/current/pro/desktop/en-us/access_keyboard_navigation.htm