

## Editing Pasted Data

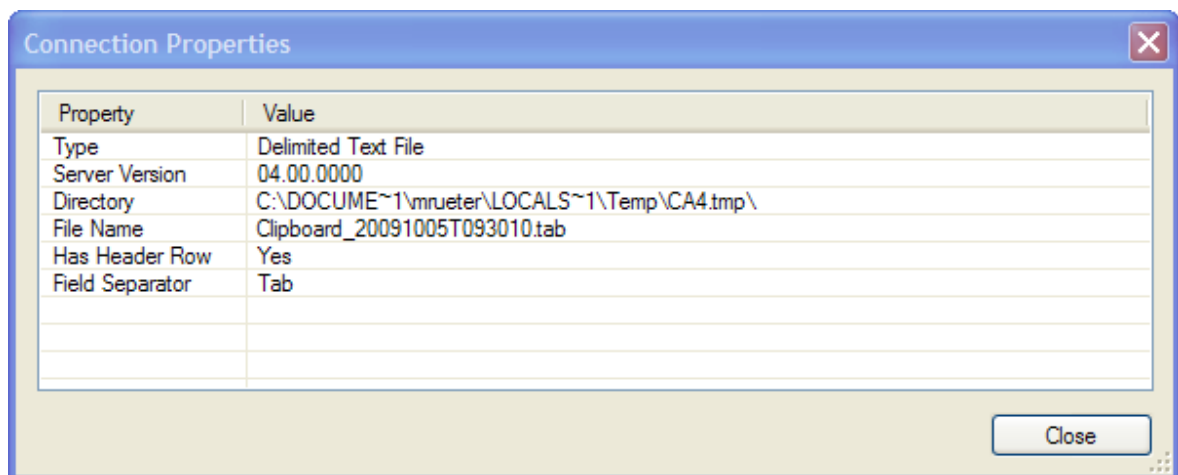
Tableau offers a convenient method of getting data into your workbook – simply copy it from the source and paste it into Tableau.

However, once the data is pasted, you may need to edit the original values, or update the data with new data. If you attempt to paste the new data into Tableau, a new data source is created instead of changing the previous one. This document will aid you in changing the original datasource instead of creating a new one.

## Pasting the original data

1. Copy your data from anywhere – websites, PDFs, word or excel tables etc.
2. Open a Tableau workbook.
3. Choose **Edit > Paste Data** or Ctrl+v to put it into Tableau. Tableau creates a new datasource and automatically shows the pasted data.

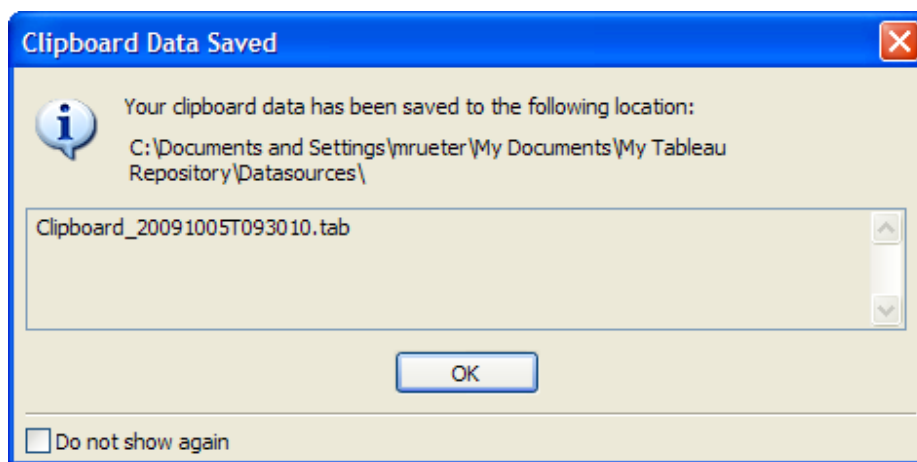
Tableau created a temporary file with the data in it and then connected to the temp file. You can view the location of the temp file by choosing **Data > Data Connection > Properties...**



## Changing the Source Data

Although you may be tempted to go right to the temp directory and edit the file, there is a better way.

Save the workbook as a .twb – not a packaged workbook (.twbx). Tableau will typically notify you where it saved the data. The default location is in **My Documents\My Tableau Repository\Datasources**.



Open the file in the Datasources directory. Edit the data, paste in new data, replace the file entirely if needed. Then save the file and return to Tableau. Hit F5 or **Data > Refresh**