How To Create a Dependent List- Tableau
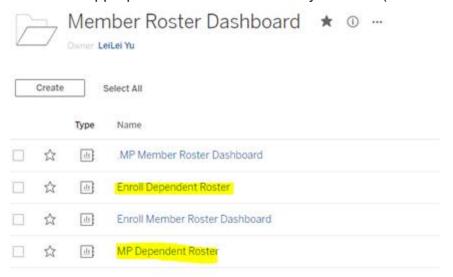
Step 1:
Go to the Tableau home page(https://tableau.clubcorp.com) select 'Explore' and find 'Member Roster Dashboard'.
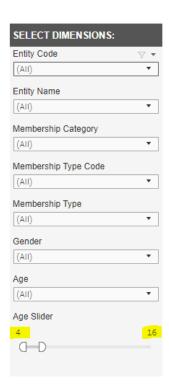

Step 2:
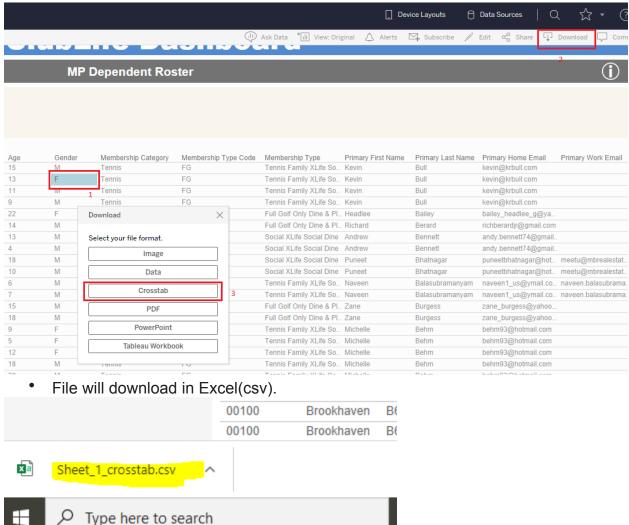Select the appropriate Member Roster for your Club (Enroll or Member Pride)

Step 3:
Change filter selections on left side to the list of members you want to download.

For Crush It, please update the age slider to be 4 to 16:

Step 4: CRITICAL STEP
- Click anywhere on the list of members (will highlight a cell blue).
- Select "Download" in the menu bar on the top right side of the dashboard.
- Select "Crosstab".

- File will download in Excel(csv).

- **Note: You will get a list of dependents along with primary information. In order to have a better performance, It has a 5000 rows limit.

Step 5: Create GLF Locker Profiles- Optional
Email the GLF Locker Support Team (supportteam@glflocker.com) the generated Excel document with ONLY the following information
- Member Number
- Dependent name
- Phone Number
- Email