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| Qlik Sense Training Manual |

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| Version 0.1 – Initial Draft |

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# Training Breakdown

* Qlik Sense Navigation
  + What’s a sheet?
  + What’s a chart?
  + Chart controls/Exporting charts
  + Making Selections
  + Removing Selections
  + Making Bookmarks
  + Making Stories
* Qlik Sense Editing
  + Introduction to Data Models
  + Master Charts
  + Creating/editing sheets using Master Charts
  + Master Dimensions and Measures
  + Creating/editing charts using Master Dimensions and Measures
* Qlik Sense Formulae
  + Create a chart with a custom measure
  + Create Master Dimensions and Measures
  + Further reading on formulae and help resources
* Additional Topics
  + Load data into Qlik Sense from files
  + Creating a drilldown dimension for use in charts
  + How to limit charts using an amount
  + Creating a histogram
* Topics not covered
  + Creating Maps

**Qlik Sense Navigation**

Aim of Session: By the end of the session, attendees should be able to

* Be able to import a Qlik Sense document in Qlik Sense Desktop
* identify the different parts of a Qlik Sense application
* navigate between different sheets
* Expand, print and alter charts
* Exporting information from charts into images, pdfs and excel
* make, view and remove selections on data
* make, view and remove bookmarks
* make, view and remove stories

**Qlik Sense Editing**

Aim of Session: By the end of the session, attendees should be able to

* Load a document into the Qlik Sense Hub
* view a data model in Qlik Sense, understand connections between tables and browse data
* create a new sheet and add Master Charts to the sheet
* Create charts using Master Dimensions and Measures

**Qlik Sense Formulae**

Aim of Session: By the end of the session, attendees should be able to

* Describe the difference between a dimension and a measure
* Describe the following functions
  + Sum
  + Max
  + MaxString
  + Min
  + Count
  + Distinct
  + Today
  + if
* Demonstrate the different types of charts available
* Create a chart with
  + Alternate measures
  + Alternative Dimensions
* Explain the benefits of using Master Dimensions and Measures and be able to create them

**Additional Topics**

Aim of Session: By the end of the session, attendees should be able to

* load data into Qlik Sense from provided files
* Creating a drilldown dimension and implement it in a chart
* Demonstrate how to limit charts using top and a fixed amount and explain when to use the “Others” feature
* Create a basic histogram using automatically generated values

**Reload Process**