

1 the Capabilities

The first step in learning a new software solution is to become familiar with what it can, and *cannot* do. Consider compiling a list of capabilities which may be useful in *your* work environment. Knowing what you want to do motivates learning how to do it.



2 the Location

Nothing is more frustrating than knowing that the software can do something, but you simply cannot remember *where* to find it. In an effort to help you avoid this frustration, we will show lots of icon images and repeatedly relate the 'where' of capabilities. You can help yourself by paying particular attention to which views, icons, and dialogs are associated with a capability of interest.



3 the Vocabulary

Learning *anything* - whether it is how to bake a cake, sail a boat, build a house, or use a new software solution - will require that you learn some new vocabulary. If you focus on learning a bit of 'Qlikese', you will find that interpreting tooltips & dialogs in the application, and searching for information in the online help, will become easier and more fruitful.

