









Preview the story

More information on how to use Qlik can be found at [Tutorials - Qlik Sense](#) and at [Qlik Sense tutorials on YouTube](#)

Table 1 – Preview story navigation items

ITEM	DESCRIPTION
	Select the Close button to close the preview.
	Select the Actions button for options to move back and forward and export.
	Select the Back button to go to the previous slide in the story.
	Select the Forward button to go to the next slide in the story.
	Select the Export button to export the story to PDF or PowerPoint.
	Select the Play button to play the story.


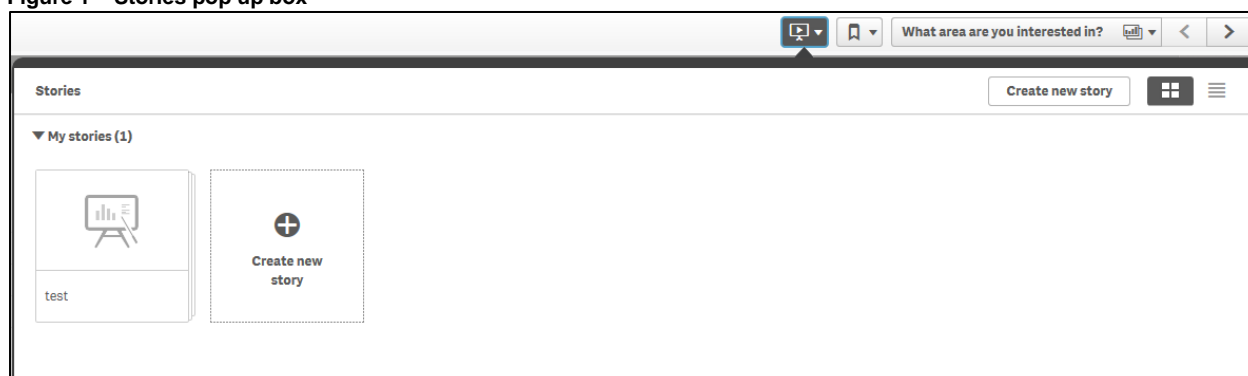
Select  from the required report. The **Stories** pop up box will display.

Figure 1 – Stories pop up box



Select the required **Story**. The **story page** will display.


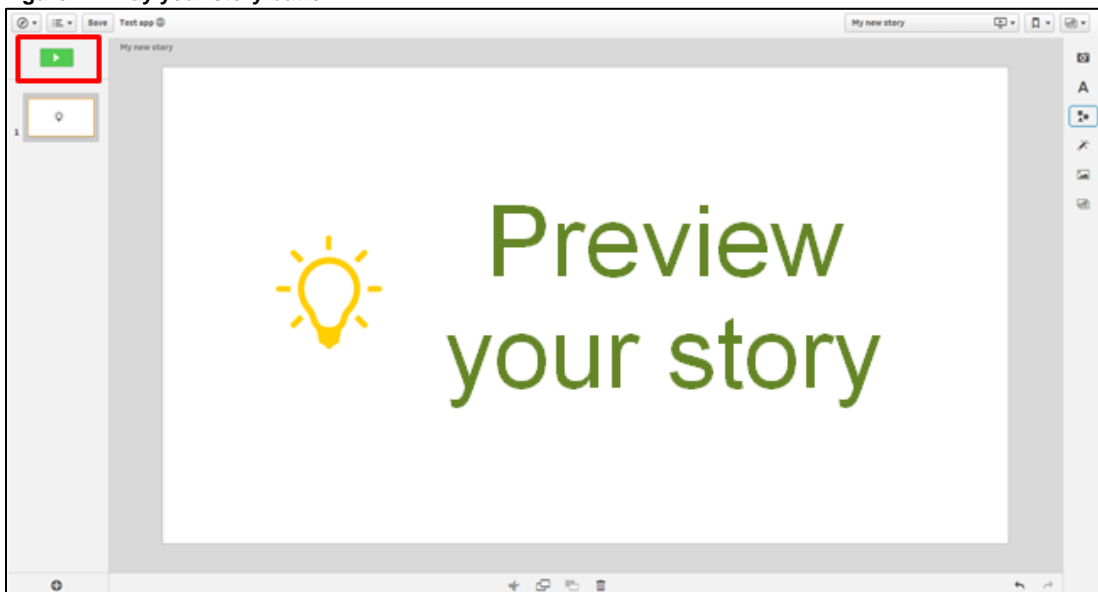
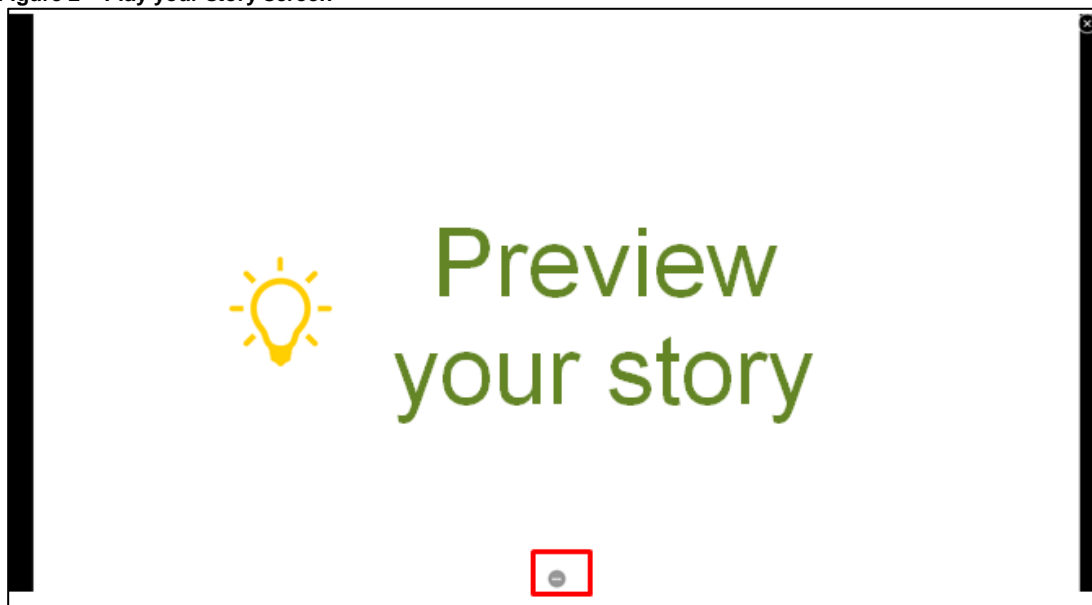
Select  on the top left of the screen.


Figure 1 – Play your story button



The **Story** will display.

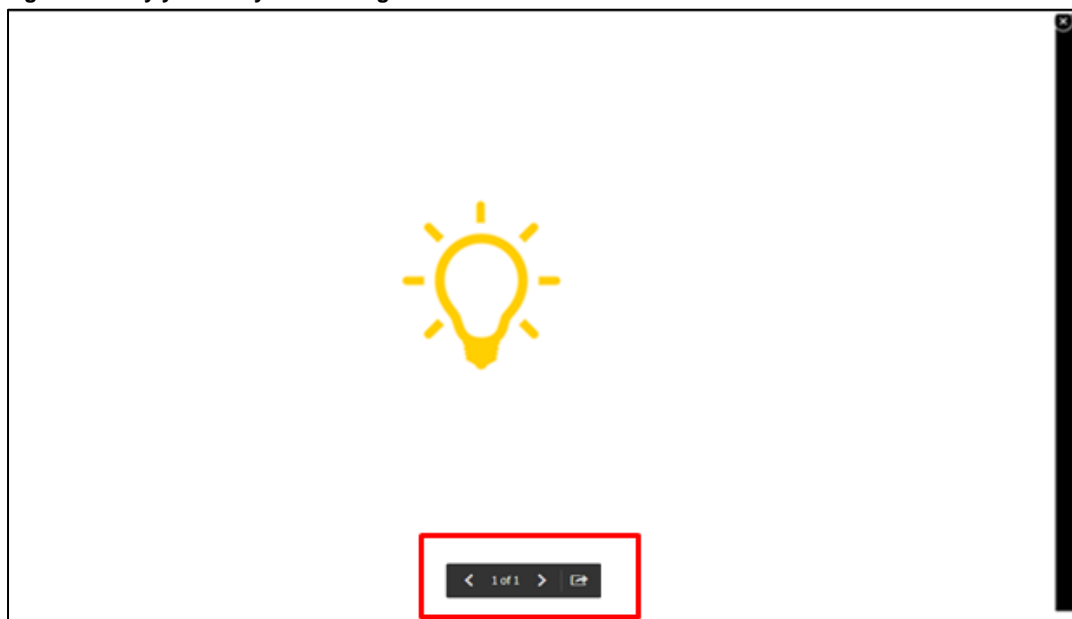
Figure 2 – Play your story screen




Select  at the bottom of the screen.


The **sheet navigation** buttons will display.

Figure 3 – Play your story sheet navigation buttons



These buttons will allow you to move **back** and **forward** through the preview.

Select  to export the story to PowerPoint or PDF.

Select  to exit the preview.

More information on reporting requirements can be found in the [Data Exchange Protocols. Task Cards on reports functionality can be found on the Self-Service Reports tab.](#)

For technical support; contact the Data Exchange Helpdesk by email dssdataexchange.helpdesk@dss.gov.au or on 1800 020 283 between 08.30am - 5.30pm (AEST/AEDT) Monday to Friday.