

Introduction and access

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

Introduction

The Data Exchange is an innovative and intuitive suite of applications (reports) which display data reported in the Data Exchange.

Refer to the Data Exchange translator below to find out more about the terms used in Data Exchange.

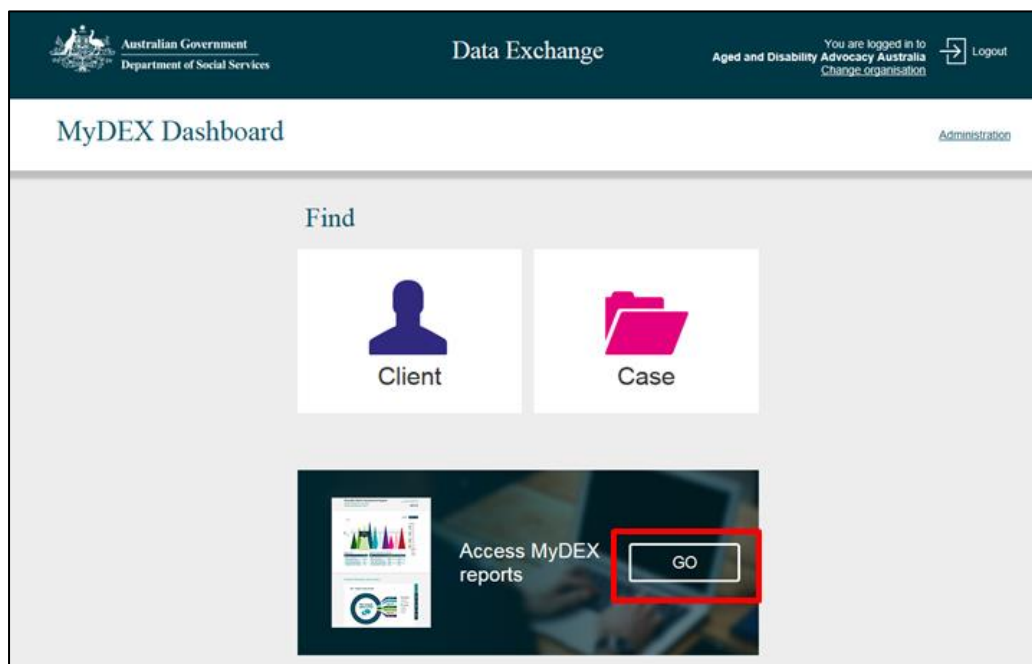
Table 1 – Qlik translator

QLIK TERM	DESCRIPTION
App	Is the report name.
Drill	Click to drill down into the selected item.
Hub	When Qlik starts up, you arrive at the hub. The hub is where you find all the apps you have access rights to use.
Sheet	Is a page or screen.
Snapshot	Is a screenshot of a graph or image.
Story	Is a presentation.
Visualization	Is a chart or table that presents data in an easy to read way.

Access and Log in

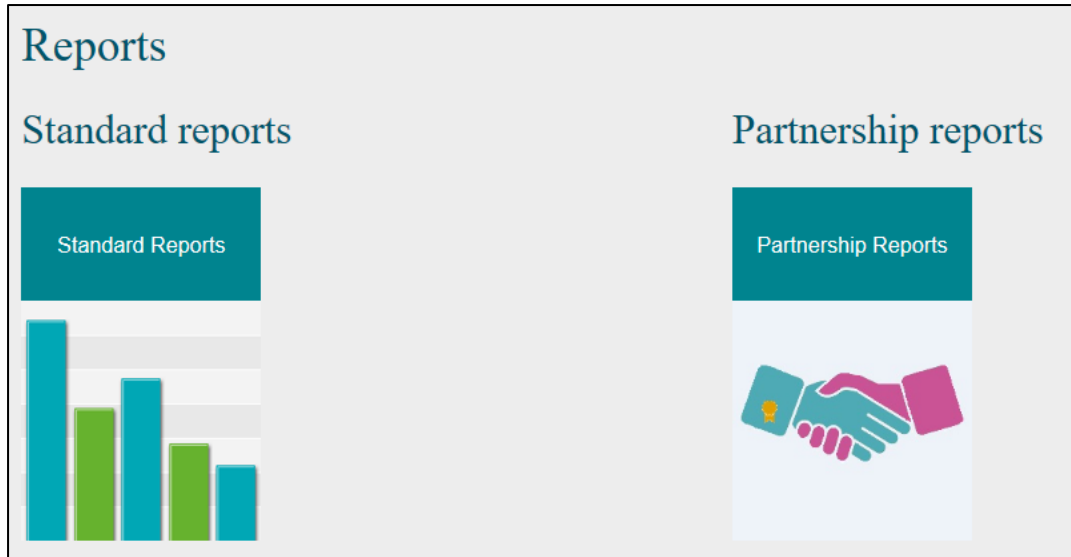
From the Data Exchange web-site portal, select  located in the **Access MyDEX reports** box.

Figure 1 - The Data Exchange web-site portal



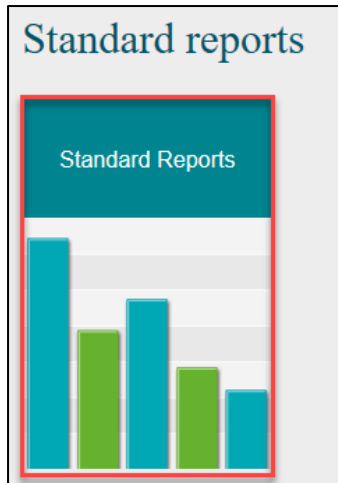
The **Reports screen** will display.

Figure 2 – The Reports screen



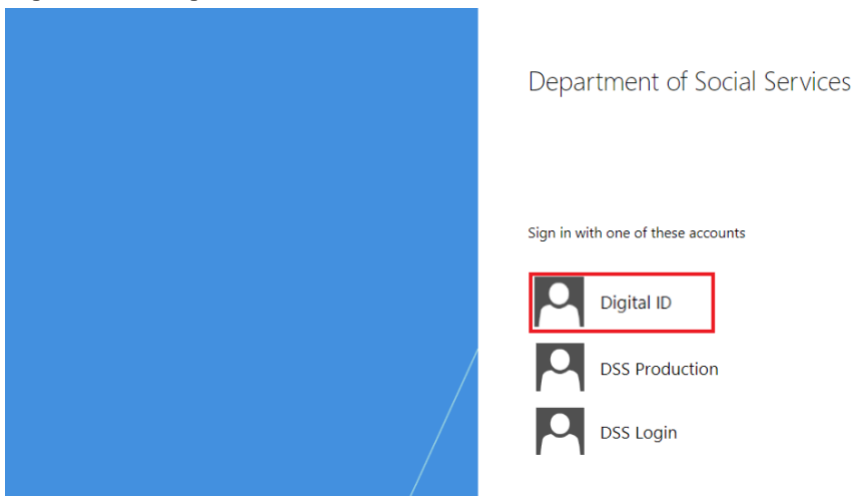
Select a **Report** tile.

Figure 3 – Standard reports tile



The **Login** screen will display.

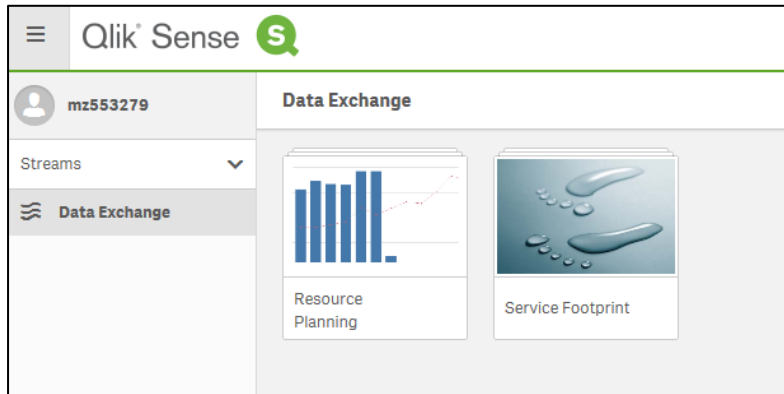
Figure 4 – The Login screen



Login with your Digital ID.






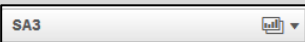
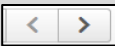


The **Qlik Sense** screen will display.

Figure 6 –The Qlik Sense screen



Select the required report.

Table 2 – Qlik navigation items

ITEM	
	Select the Navigation icon to return you to the Open hub
	Select the Menu icon to display Help and About .
	Select the Bookmark icon to save the reference point in the sheet.
	Select the Stories icon to access the stories already set up.
	Select the Menu viewer to display the items in grid or list view.
	Select the Sheets drop down arrow to view available report types.
	Select the Back and Forward arrows to view the available report types.
	Select the Magnifying glass to conduct a search.
	Select the Menu icon to access Development Hub , Help and About .

Supported browsers

In order to access the Data Exchange reports your computer needs to meet certain requirements. Select this link to view the list of [supported browsers](#).

You can find more information on reporting requirements in the [Data Exchange Protocols](#). For further information on reports functionality, please visit the [Training](#) tab of the Data Exchange website.

For system support, contact the Data Exchange Helpdesk by email at dssdataexchange.helpdesk@dss.gov.au or on 1800 020 283.