



Writing Team: Tricks of the Trade

March Top Picks: CU*BASE New Nav—Let's Get Ready!

Issue 63

Be sure to attend the upcoming Tricks of the Trade webinar on March 14 from 3:30-4:00 PM ET. Watch for an invitation via email. Learn about where to go to find resources to learn about how to get ready for the first day with the new CU*BASE navigation.

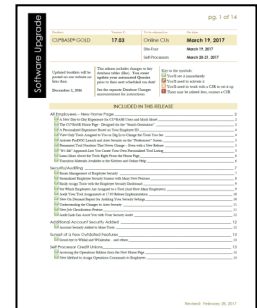
Pick #1: [On the first day where can I go to find a comprehensive listing of training materials on the new navigation?](#)

Two graphics on the right side of the Home Page provide links to training resources on the new navigation. Click the bottom one to go to the [What's New topic](#) where you will find all kinds of training resources as well as what to do on the first day. (The What's New topic will be updated with the release.)



Pick #2: [What is an excellent way to review the details of the 17.03 release?](#)

We have written the 17.03 CU*BASE release summary in a training-style format to give you another way to learn about the new navigation (as well as a few other changes coming with the 17.03 release). Enter keywords “release summary” in the CU*Answers website Google search to find the [Release Summaries page](#).



Pick #3: [Where can I find a brochure to get ready for the first day?](#)

We have put together a [great training brochure](#) that highlights key features of the Home Page. Enter keywords “revamping the menu system” in the CU*Answers website Google Search to find the Kitchen page and look in the “Other Reference Materials” section.



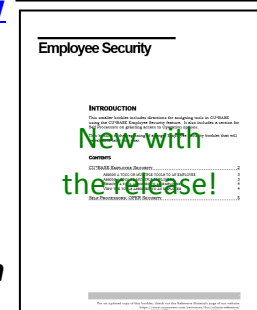
Pick #4: [Where can I find pictures of the 58 of the most frequently-used CU*BASE menus?](#)

Know you use MNSERV #5, but not sure what it is called? The [“CU*BASE Menu List” help](#) topic in the CU*BASE Online Help lists 58 menus and provides links to view what they looked like. Find this help topic at the top of the Table of Contents or enter “menus” in the CU*BASE Online Help Search.



Pick #5: [Where can I find directions on how to assign tools with the new navigation](#)

How you assign tools changes with implementation of the 17.03 release. Learn more in the “What’s New topic referenced about or in the Employee Security booklet. (Booklet available with the release under “E” on the CU*BASE Reference page).



[Refer to the Tricks of the Trade Newsletter Series page](#) to review previous issues in the *Tricks of the Trade*.