

## Web User for Hyperion V8.x

<b>Description:</b>	Hyperion's Version 8 End user/ Insight User interface is very different from Brio's Version 6 interface. Not only can end users access documents over the web interface using the Insight client but they can also perform a variety of advanced or remote administrative tasks. This course focus on how to navigate around the web interface and perform the advance administrative tasks like publishing documents and scheduling jobs to the Hyperion Server
<b>Prerequisites:</b>	Brio Reporting Experience is helpful but not required
<b>Class Length:</b>	1 days
<b>Version:</b>	Hyperion Intelligence Performance Suite V8.x
<b>Labs:</b>	No
<b>Training Contact:</b>	Cathryn Lai: 206-390-5958 , cathi_lai@cabri-ltd.com
<b>Course Outline:</b>	<p><b><u>Day 1</u></b></p> <ol style="list-style-type: none"> <li>1. Module 0 - HPS Overview             <ol style="list-style-type: none"> <li>a. History</li> <li>b. Clients</li> <li>c. HPS Foundation</li> </ol> </li> <li>2. Module 1 - Accessing the HPS and using the Browse Servlet             <ol style="list-style-type: none"> <li>a. Using Internet Explorer to Log into the Hyperion Performance Suite</li> <li>b. Performance Suite Browser Interface</li> <li>c. Servlet Dropdown Box</li> <li>d. Servlet Options Bar</li> <li>e. Activities Bar</li> <li>f. Navigation Panel</li> <li>g. Browse Preferences</li> <li>h. Browse – General Preferences</li> <li>i. Browse – Versions</li> <li>j. Browse – New Item Highlight</li> <li>k. Browse – General Documents</li> </ol> </li> <li>3. Module 2 - Insight Installation (V8.3.1)             <ol style="list-style-type: none"> <li>a. Performance Suite Browser Interface</li> <li>b. Insight Plug-in (Migration Issue)</li> <li>c. Insight installs automatically the first time the user tries to access a .bqy document.</li> <li>d. Insight User Interface</li> <li>e. Opening Locally Saved .bqy documents</li> <li>f. Insight Plug-in vs. Explorer</li> <li>g. Associating the .bqy file type</li> <li>h. Advanced: Removing Insight to Re-install ( WinXP)</li> </ol> </li> </ol>

- i. Advanced: Multiple Users ( WinXP)
- j. Registry Entry
- k. InSight Installation Problems
- l. Other ways to install InSight if there are problems during the installation.
- 4. Module 3 - Publish a File
  - a. Browse Interface
  - b. Concept- ACCESS CONTROL
  - c. Publish an Excel File (non- .bqy)
  - d. Publish a .BQY File - 1
  - e. OCE's (Optional)
- 5. Module 4 - Publishing (Scheduling) Jobs
  - a. Publish A Job
  - b. Browse Preferences
  - c. Static HTML Output
  - d. Schedule the Job
  - e. Schedule – 1. General Properties
  - f. Schedule – 2. Select Job Parameters
  - g. Schedule – 3. Set Values
  - h. Modifying a Cycle
  - i. Cycle Defined
  - j. Schedule – 4. When to Run
  - k. Schedule – 5. Define Event
  - l. Schedule – 6. Notification
  - m. Schedule Information
  - n. Schedule – Manage Jobs
  - o. Schedule – View Job Status
  - p. End User View
  - q. Added Schedules and Job Parameters
  - r. Multiple Outputs
  - s. Modifying a Job
- 6. Module 5 - The Job Manager Web Module
  - a. End User View
  - b. Job Manager Web Module
  - c. Job Status - Running
  - d. Job Status - Finished
  - e. Schedule Information
  - f. Modify Schedule
  - g. Add Another Schedule
  - h. Job Parameters
  - i. Manage Events