

BOE310

SAP BusinessObjects Business Intelligence Platform: Administration and Security

COURSE OUTLINE

Course Version: 16

Course Duration: 2 Day(s)

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Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	<i>Example text</i>
Window title	<i>Example text</i>

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Course Overview

TARGET AUDIENCE

This course is intended for the following audiences:

- System Administrator

Lesson 1: Identifying the Components of the SAP BusinessObjects Business Intelligence BI Platform

Lesson Objectives

After completing this lesson, you will be able to:

- Define business intelligence
- Describe how SAP BusinessObjects platform fits into the Business Intelligence solutions

Lesson 1: Viewing Objects in the BI Platform

Lesson Objectives

After completing this lesson, you will be able to:

- View objects in BI launch pad
- Identify various ways to search content
- Navigate CMC

Lesson 2: Organizing Objects in the BI Platform

Lesson Objectives

After completing this lesson, you will be able to:

- Manage objects
- Create folders
- Create and assign categories

Lesson 1: Setting Up Users and Groups

Lesson Objectives

After completing this lesson, you will be able to:

- Set up users
- Set up groups

Lesson 2: Administering Rights

Lesson Objectives

After completing this lesson, you will be able to:

- Administer rights in SAP BusinessObjects BI platform

Lesson 1: Modifying Access to Applications

Lesson Objectives

After completing this lesson, you will be able to:

- Customize the BI launch pad
- Manage access to applications

Lesson 2: Securing Applications and System Rights

Lesson Objectives

After completing this lesson, you will be able to:

- Configure application security

Lesson 1: Scheduling Objects

Lesson Objectives

After completing this lesson, you will be able to:

- Configure recurrence patterns
- Configure destinations for scheduled objects
- Output formats
- Schedule an object for a user or group

Lesson 2: Managing Calendars

Lesson Objectives

After completing this lesson, you will be able to:

- Manage calendars

Lesson 3: Managing Events

Lesson Objectives

After completing this lesson, you will be able to:

- Create events
- Schedule an object to run based on an event

Lesson 4: Configuring Notification and Alerting

Lesson Objectives

After completing this lesson, you will be able to:

- Configure notifications
- Configure alerting

Lesson 5: Managing Report Usage

Lesson Objectives

After completing this lesson, you will be able to:

- View a summary of system activity with BI Cockpit
- Manage instances
- Set limits on instances

Lesson 1: Designing Publications

Lesson Objectives

After completing this lesson, you will be able to:

- Design a publication
- Personalize publications