

Discoverer: A New World of Reporting

Mark Taylor

Garland Independent School District

Agenda

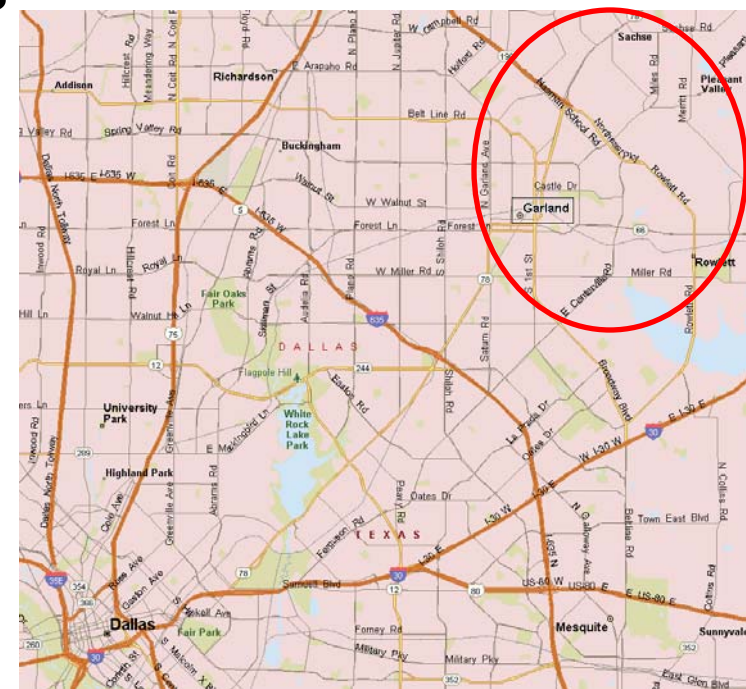
- **Overview & Introduction**
- Organizational Needs
- Implementation Considerations
- Sample Reports
- Q&A

Objective

Provide real-world, best practices of successful Discoverer projects. Focus will be on staffing, skills and decision points required for a successful installation and adoption of Discoverer.

Garland ISD

- Located North-East of Dallas, TX
- Consists of Garland, Sachse and Rowlett
- 57,000 Students in 67 Campuses
- 6,500 Employees
- Oracle Install: 2005
- HRMS, Financials, Projects, INV
- Major Depts: Warehouse, Food Service, Bus Fleet, Maintenance, Technology



Legacy 6i Report Issues

- Graphics and Layout
- Primarily for Scanning and Listing
- Lacks Critical Pieces of Information
- Contains Irrelevant Information
- Limited Parameters
- Technical Development Required

Legacy Report Sample

Garland ISD

Report Date: 12-OCT-2007 06:51

Invoice Register

Page: 1

Supplier Name: GRAINGER

Entered By:

Accounting Period:

Invoice Type:

From Entered Date: 01-SEP-07

Cancelled Invoices Only: No

Batch:

To Entered Date: 30-SEP-07

Unvalidated Invoices Only: No

Currency: USD

Batch: BA-08312007-11

Supplier Name	Invoice Number	Invoice Date	Original Amount	Amount Remaining	Description	Invoice Type
GRAINGER	9444956487	30-AUG-07	300.19	0.00	CAREER & TECHNOLOGY	Standard
Item 1	699.81.6200.049.63999.99.0000 00.000332.00.0000		71.14		Adjustable Arm, For 1RL24	31-AUG-07 Yes
Item 2	699.81.6200.049.63999.99.0000 00.000332.00.0000		229.05		Polyurethane Chair, Five Legge	31-AUG-07 Yes
GRAINGER	9445323844	31-AUG-07	148.50	0.00	CAREER & TECHNOLOGY	Standard
Item 1	699.81.6200.049.63999.99.0000 00.000332.00.0000		148.50		Boltless Shelving, Shelf Capac	31-AUG-07 Yes

Discoverer: Advantages

- Ad Hoc Capability
- Precise Information
- “One Question” Analysis
- Advanced Analysis, Statistics and Trends
- Quick Development Cycle
 - 6i Report: 2 Days
 - Discoverer: 2 Hours
- Presentation Resembles Excel
- Decentralized/Disruptive

Discoverer: Disadvantages

- Performance
- Report Integrity
- Desktop Version – Large Client Footprint
- User Learning Curve
- Data Model Knowledge
- Decentralized/Disruptive

Discoverer Plus Desktop

- Windows Client
- Designed for Sophisticated Information Consumers
 - Business Office Accountants/Senior Management: Budget, GL, Payroll
 - Department Analysts: Food Service, Technology
 - Functional Staff: Purchasing, HRMS, Business Office
 - Project/Program Managers

Discoverer Plus Desktop

Oracle Discoverer - [Food Service Rev and Exp]

File Edit View Sheet Format Tools Graph Window Help

Page Items: Period Year: 2007 Fund: 758

									Period Name	Sep-06	Oct-06	N
										Revenue Total PTD	Revenue Total PTD	Re
Fu	Functic	Dep	Ca	Accc	PIC	Activ	Projec	Grade				
758	00	0000	000	11002	00	00000	000000	00		75.50	130.95	
				12601	00	00000	000000	00		-625.50	0.00	
				12634	00	00000	000000	00				
				12647	00	00000	000000	00		0.00	0.00	
				12678	00	00000	000000	00				
				21100	00	00000	000000	00		0.00	1,614.97	
						58002	000000	00		0.00	0.00	
						58802	000000	00		0.00	0.00	
				21701	00	00000	000000	00		0.00	0.00	
				21708	00	00000	000000	00		0.00	0.00	
				21734	00	00000	000000	00		-75.50	0.00	
				21778	00	00000	000000	00				
				36000	00	00000	000000	00		0.00	0.00	
				39000	00	00000	000000	00		0.00	0.00	
						58004	000000	00		0.00	0.00	

Cross Tab of FS Funds by Acct Cross Tab

NUM

Discoverer Plus Desktop: Pros & Cons

- Pros
 - Rich Client Interface
 - Performance
 - Tight Integration with Excel
 - Less Dependent on Network Performance
- Cons
 - Separate User License
 - Client Maintenance and Installation

Discoverer 4i Plus

- Internet Version of Discoverer
- Contains Most of the Functionality as Discoverer 4i Desktop
- Typical Users: Discoverer Desktop Users Who Connect Remotely
- Preferred Version in Organizations Which Discourage Client Applications

Discoverer 4i Plus

Oracle Discoverer - [Food Service Rev and Exp]

File Edit Sheet Tools Graph Help

ORACLE Discoverer™

Page Items: Period Year: 2007 Fund: 758

									Period Name	Sep-06	Oct-06	Nov-06	Dec-06
										Revenue Total PTD	Revenue Total PTD	Revenue Total PTD	Revenue Total PTD
Fund	Function	Department	Campus	Account	PIC	Activity	Project	Grade					
758	00	0000	000	11002	00	00000	000000	00		75.50	130.95	93.63	-1
				12601	00	00000	000000	00		-625.50	0.00	0.00	-1
				12634	00	00000	000000	00					
				12647	00	00000	000000	00		0.00	0.00	0.00	
				12678	00	00000	000000	00					
				21100	00	00000	000000	00		0.00	1,614.97	-1,160.97	
						58002	000000	00		0.00	0.00	0.00	
						58802	000000	00		0.00	0.00	0.00	
				21701	00	00000	000000	00		0.00	0.00	1,614.97	
				21708	00	00000	000000	00		0.00	0.00	0.00	
				21734	00	00000	000000	00		-75.50	0.00	0.00	
				21778	00	00000	000000	00					

Page 1 of 1

25 Rows per Page

Revenue 2 Cross Tab of FS Funds by A... Cross Tab of FS Funds N... Cross Tab of FS Catering Budget and Actuals P&L by Campus Cross Tab of FS Funds b...

Discoverer 4i Plus: Pros & Cons

- Pros
 - Browser Based
 - No Additional Licensing Costs
 - Desktop Maintenance
- Cons
 - Highly Dependent on Network Performance
 - User Performance
 - Browser Java Conflicts/Versions

Discoverer 4i Viewer

- Internet Version of Discoverer Designed for Infrequent/static Reports
 - Limited Ad-Hoc Capability
 - Intended for Individuals with Limited Training or Need for Complex Data
 - Typical Users: Campus Secretaries, Campus Accounting Clerks, Tier I Support

Discoverer 4i Viewer

The screenshot displays the Oracle Discoverer 4i Viewer interface. At the top, the Oracle logo and 'Discoverer 4i Viewer' are visible. A navigation bar includes icons for 'New Connection', 'Open Workbook', 'Options', 'Exit', and 'Help'. On the left, a sidebar shows 'Worksheets' with 'Employee Number' selected. The main content area is titled 'Employee Number.DIS - Employee Number' and includes links for 'Rerun Query', 'Table Layout', 'Presentation Options', 'Printer Friendly Version', and 'Export Data'. Below this, there are sections for 'Parameters' (with 'Hide Parameters' and 'Location: SEWELL ELEMENTARY SCHOOL') and 'Data' (with 'Hide Data'). A pagination bar shows 'Page 1' and '25 rows per page'. The data is presented in a table with the following columns: Person Name, Employee Number, Position Description, Email Address, and a partial 'Sewer' column.

	Person Name	Employee Number	Position Description	Email Address	Sewer
1	Abercrombie, Brenda J	3886	TEACHER-4th GRADE	BJAbercr@garlandisd.net	Sewe
2	Allende, Marina Cecilia	2495	TEACHER-BILINGUAL-KINDERGARTEN	MCAlland@garlandisd.net	Sewe
3	Anderson, Julie-Erin Ubil	5583	TEACHER-KINDERGARTEN	JEUAnder@garlandisd.net	Sewe
4	Bell, Alaina A	6756	TEACHER SPED-CBSE CONTENT MASTERY	AABell@garlandisd.net	Sewe
5	Bocanegra, Julia R	5271	TEACHER-BILINGUAL-2nd GRADE	JRBocane@garlandisd.net	Sewe
6	Brown, Susan L	7100	TEACHER-4th GRADE	SBrown@garlandisd.net	Sewe
7	Bullard, Billie Jo	596	SPEECH-LANGUAGE PATHOLOGIST-SPED	bjbullar@garlandisd.net	Sewe
8	Bullin, Sherry A	3515	TEACHER-1st GRADE	SABullin@garlandisd.net	Sewe
9	Burmingham, Leslie D	6499	TEACHER-3rd GRADE	LDBurmin@garlandisd.net	Sewe
10	Burns, Jennifer L	9025	TEACHER-PE	JLBurns@garlandisd.net	Sewe
11	Carey, Laurie A	9326	DIAGNOSTICIAN-SPED	LACarey@garlandisd.net	Sewe

Discoverer 4i Viewer: Pros & Cons

- Pros
 - Browser Based
 - Limited/Direct Functionality for Casual Users
- Cons
 - Inflexible
 - User Performance
 - Browser Java Conflicts/Versions

Discoverer Terminology

Workbooks – A Collection of Worksheets. Similar to an Excel Workbook. Workbooks Have Distinct File Names

Worksheets – Similar to Excel Worksheets. A Single Tab/Spreadsheet of Information

Business Area – A Logical Collection of Folders, Similar to a Database Schema/Functional Area

Folder – Based On a Single Table, View or Query

Items – Individual Columns from a Table/View

End User Layer (EUL) – A Database Schema Used to Store Meta-Data

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- **Organizational Needs**
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- Sample Reports
- Tips and FAQ's
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Organizational Overview

- Management Support Helpful, Not Required
- “Grass Roots” Adoption
- Disruptive and Decentralized Technology
 - Worksheet Management
 - Administration and Development
 - Version Control
 - Excel or Financial Statements?

Find a Champion

- Technical Skills; PL/SQL and Apps Schema Knowledge
- Strong Communication Skills; Interview and Listen
- Project Management Skills
- Understand Business

Identify Power Users

- Indicator of Technical Skill: Excel Competence
- Influence With Peers
- Willing to Help Others and Assist With Training

Education and Training

- Champion: 5 Day Oracle Education Class
- Power Desktop Users: 2 Day Oracle Education Class and Internal Training by Discoverer Champion
- Discoverer Viewer: Internal/Online Training

GISD Discoverer Organization

Technical Resources Are Not Dedicated Solely to Discoverer

- 1 Discoverer Champion
- 2 Discoverer Developers/Admins
- 20 Discoverer Desktop Users
- 200 Viewer Users (Campus & Dept Secretaries)

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Implementation

- Metalink Note 139516.1 Discoverer 4i With Oracle Applications 11i
- Discoverer Server Resides on Application Tier
- Setup in Apps Mode
- Generate Business Views (Patch 2921686), formally known as Business Intelligence System (BIS)

Implementation

- Install Discoverer Metadata Business Area (Metalink Note: 259122.1)
- Third Party Applications
- Identify Small, Quick Victories
- Look for Opportunities to Utilize Discoverer

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Three Step Process

1. Determine Information Requirements

- Single Question Analysis
- Locate Appropriate Business Area

2. Analyze Data

- Leverage Spreadsheet Functionality
- Create Totals, Percentages, Calculations, Filters, Sorts and Groups

3. Disseminate Results

- Export to Multiple Formats
- Share Workbooks

Sample Reports

- Food Service Profit and Loss
- Payroll Costing
- Purchase Order Encumbrance Analysis
- Purchasing Contract and Renewal
- Purchase Order Printing/Faxing
- Vendor Mailing Labels
- Workbook Query Statistics
- Workbooks Queried by Users

Food Service Profit and Loss

Oracle Discoverer - [Food Service Rev and Exp]

File Edit View Sheet Format Tools Graph Window Help

Page Items: Period Year: 2007 Fund: 758

									Period Name	Sep-06	Oct-06	N
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				12601	00	00000	000000	00		-625.50	0.00	
				12634	00	00000	000000	00				
				12647	00	00000	000000	00		0.00	0.00	
				12678	00	00000	000000	00				
				21100	00	00000	000000	00		0.00	1,614.97	
						58002	000000	00		0.00	0.00	
						58802	000000	00		0.00	0.00	
				21701	00	00000	000000	00		0.00	0.00	
				21708	00	00000	000000	00		0.00	0.00	
				21734	00	00000	000000	00		-75.50	0.00	
				21778	00	00000	000000	00				
				36000	00	00000	000000	00		0.00	0.00	
				39000	00	00000	000000	00		0.00	0.00	
						58004	000000	00		0.00	0.00	

Cross Tab of FS Funds by Acct Cross Tab

NUM

Payroll Costing

Oracle Discoverer - [TDMOUTON.GISD Costing by Position]

File Edit View Sheet Format Tools Graph Window Help

Costing: 199-11-0000-003--11-00000-000000-00-0000----

	Position Org	Employee	Percent	Employee Number	Position Code	Position Type	Position
1	HUMAN RESOURCES	Dunham, Karen Blake	100%	2848	SUMMER	PAY OFF (SUMMER)	HRSMPPF.0002.POSITION PAYOUT TEACHER_LIBRARIAN
2				Count Distinct: 1			
3	NAAMAN FOREST	White, Debra Rose	60%	10976	HIGH SCHOOL	TEACHER	NFHSTE.1052.TEACHER-ART
4				Count Distinct: 1			
5	SOUTH GARLAND	Albrecht, Tanya G	100%	8970	HIGH SCHOOL	TEACHER	SGHSTE.0168.TEACHER-HEALTH
6	SOUTH GARLAND	Alexander, Roman F	100%	7158	HIGH SCHOOL	TEACHER	SGHSTE.0150.TEACHER-HEALTH
7	SOUTH GARLAND	Atwood, Timothy	60%	1703	HIGH SCHOOL	TEACHER	SGHSTE.0083.TEACHER-MATHEMATICS
8	SOUTH GARLAND	Barron, Stacy Lynn	100%	10923	HIGH SCHOOL	TEACHER	SGHSTE.0094.TEACHER-SCIENCE
9	SOUTH GARLAND	Baxter, Laura B	75%	6835	HIGH SCHOOL	TEACHER	SGHSTE.0123.TEACHER-LATIN
10	SOUTH GARLAND	Beard, Cayle	100%	8686	HIGH SCHOOL	TEACHER	SGHSTE.0108.TEACHER-SOCIAL STUDIES
11	SOUTH GARLAND	Beasley, Michael T	100%	942	HIGH SCHOOL	TEACHER	SGHSTE.0140.TEACHER-BAND DIRECTOR
12	SOUTH GARLAND	Benton, Amanda M	100%	7976	HIGH SCHOOL	TEACHER	SGHSTE.0069.TEACHER-MATHEMATICS
13	SOUTH GARLAND	Bert, Cornelius M (Neal)	100%	10456	HIGH SCHOOL	TEACHER	SGHSTE.0074.TEACHER-MATHEMATICS
14	SOUTH GARLAND	Bidwell, Stephen C	100%	8687	HIGH SCHOOL	TEACHER	SGHSTE.0245.TEACHER-SCIENCE
15	SOUTH GARLAND	Black, Karen Elizabeth	33.33%	5992	HIGH SCHOOL	TEACHER	SGHSTE.0088.TEACHER-ESL

Purchase Order Encumbrance

Oracle Discoverer - [RSMCANGU.GISD PO Encumbrance Analysis]

File Edit View Sheet Format Tools Graph Window Help

Oracle Discoverer toolbar icons

Font: Arial, Size: 10, Bold, Italic, Underline, Text color, Background color, Bullets, Numbered list, Indentation, Undo, Redo, Print, Copy, Paste, Find, Help

GISD PO Encumbrance Analysis

Page Items: Fund: 211

	Purchase Order	Status	Approved Date	Vendor	Encumbered Amount	Billed Amount	Remaining Encumbrances	Account
1	5010084	APPROVED	09-NOV-2005	ACS DATALINE LP	\$950.00	\$0.00	\$950.00	211.11.3205.101.63999.24.00000.000000.00.0000
2	5010084	APPROVED	09-NOV-2005	ACS DATALINE LP	\$950.00	\$0.00	\$950.00	211.11.3205.129.63999.24.00000.000000.00.0000
3	5010245	APPROVED	09-NOV-2005	BOYD ELECTRIC LTD	\$800.00	\$800.00	\$0.00	211.11.3205.101.63999.24.00000.000000.00.0000
4	5010245	APPROVED	09-NOV-2005	BOYD ELECTRIC LTD	\$800.00	\$0.00	\$800.00	211.11.3205.129.63999.24.00000.000000.00.0000
5	5035565	APPROVED	24-MAY-2006	CORPORATE EXPRESS	\$315.51	\$0.00	\$315.51	211.61.2305.000.63910.24.00000.000000.00.0000
6	5035565	APPROVED	24-MAY-2006	CORPORATE EXPRESS	\$505.03	\$0.00	\$505.03	211.61.2305.000.63912.24.00000.000000.00.0000
7	5035566	APPROVED	24-MAY-2006	CORPORATE EXPRESS	\$66.52	\$0.00	\$66.52	211.61.2305.000.63199.24.00000.000000.00.0000
8	5035567	APPROVED	24-MAY-2006	CORPORATE EXPRESS	\$90.83	\$0.00	\$90.83	211.61.2305.000.63912.24.00000.000000.00.0000
9	5035665	APPROVED	25-MAY-2006	SCHOOL SPECIALTY INC	\$55.11	\$0.00	\$55.11	211.61.2305.000.63211.24.00000.000000.00.0000
10	5035834	APPROVED	30-MAY-2006	SCHOOL SPECIALTY INC	\$57.42	\$0.00	\$57.42	211.61.2305.000.63999.24.00000.000000.00.0000

Contract Renewal/Expiration

Oracle Discoverer - [RSMCANGU.Contract Renewal-Expiration Date Report]

File Edit View Sheet Format Tools Graph Window Help

Page Items: Buyer Name: McCord, Mindy S

	Contract Number	Description	Renewal Date	Expiration Date
▶ 1	197	Technology Wiring for New Construction	01-DEC-07	20-DEC-2009
▶ 2	259	CWT 2.0 Licenses (TCPN Contract #R4552)-March-See if they are still	01-MAR-08	28-FEB-2008
▶ 3	0711P-05	MALICIOUS CONTENT ENTERPRISE SOFTWARE-Renew in April 08	01-APR-08	17-FEB-2010
▶ 4	58	AUDIO/VISUAL EQUIPMENT, SUPPLIES, INSTALL (CATALOG)	04-MAY-08	04-MAY-2009
▶ 5	84	Laptop Computers (total for 2 years = 742,840 -- 85% = \$631,414	18-MAY-08	18-MAY-2009
▶ 6	67	Wireless Smart Keyboard	18-MAY-08	18-MAY-2009
▶ 7	0038	COMPUTERIZED GRADEBOOK-APPROVED \$45 LAST 2 YEARS=90K	31-MAY-08	31-JAN-2010
▶ 8	0033	Lotus Help Desk Software - Maintenance only	31-MAY-08	31-MAY-2010
▶ 9	85	Digital Cameras (2nd yr option from \$92,655 to \$\$185,310)	01-JUN-08	01-JUN-2009
▶ 10	240	COMPUTER WORKSTATIONS orig. award \$1,955,060 + incr. of \$1Mil	07-JUN-08	07-JUN-2010
▶ 11	233	Campus Safety Audits	07-JUN-08	07-JUN-2011

Purchase Order Printing/Faxing

Oracle Discoverer - [Non Faxed POs.DIS]

File Edit View Sheet Format Tools Graph Window Help

Arial 10

	Creation Date Day	Creation Date	PO Number	Vendor Name	Vendor Site Code	Fax Area Code	Fax	Printed Date	Type Lookup Code	Cancel Flag	Authorization Status
1967	22-Feb-2008	22-Feb-08 14:08:35	5088069	SCHOOL NURSE SUPPLY INC	SCHAUMBURG	1800	4852738	22-Feb-08 14:15:51	STANDARD		APPROVED
1968	22-Feb-2008	22-Feb-08 14:10:20	5088070	HIGHSMITH CO INC	FT ATKINSON	1800	3506236	22-Feb-08 14:25:05	STANDARD		APPROVED
1969	22-Feb-2008	22-Feb-08 14:11:05	5088071	HIGHSMITH CO INC	FT ATKINSON	1800	3506236	22-Feb-08 14:25:15	STANDARD		APPROVED
1970	22-Feb-2008	22-Feb-08 14:12:10	5088072	LANGUAGE CIRCLE ENTERPRISES	BLOOMINGTON	1952	8846787	22-Feb-08 14:25:25	STANDARD		APPROVED
1971	22-Feb-2008	22-Feb-08 14:13:22	5088073	PRINT TO SUIT INC	ROWLETT	972	8403028	22-Feb-08 14:35:25	STANDARD		APPROVED
1972	22-Feb-2008	22-Feb-08 14:13:50	5088074	PRINT TO SUIT INC	ROWLETT	972	8403028	22-Feb-08 14:35:32	STANDARD		APPROVED
1973	22-Feb-2008	22-Feb-08 14:14:30	5088075	PRINT TO SUIT INC	ROWLETT	972	8403028	22-Feb-08 14:35:32	STANDARD		APPROVED
1974	22-Feb-2008	22-Feb-08 14:14:48	5088076	SHI GOVERNMENT SOLUTIONS	GRAND PRAIRIE	1512	7320232	22-Feb-08 14:45:46	STANDARD		APPROVED
1975	22-Feb-2008	22-Feb-08 14:14:48	5088077	XEROX CORPORATION	IRVING SUPPLIES	214	2776084	22-Feb-08 14:45:52	STANDARD		APPROVED
1976	22-Feb-2008	22-Feb-08 14:14:55	5088078	PRINT TO SUIT INC	ROWLETT	972	8403028	22-Feb-08 14:45:55	STANDARD		APPROVED
1977	22-Feb-2008	22-Feb-08 14:15:21	5088079	SOCCER CORNER	PLANO	972	5190241	22-Feb-08 14:55:04	STANDARD		APPROVED
1978	22-Feb-2008	22-Feb-08 14:15:54	5088080	BSN SPORTS	DALLAS	1800	3657653	22-Feb-08 14:55:15	STANDARD		APPROVED
1979	22-Feb-2008	22-Feb-08 14:16:32	5088081	UNIQUE PRINTING SERVICES INC	N RICHLAND HILL	1817	5819595	22-Feb-08 14:55:37	STANDARD		APPROVED
1980	22-Feb-2008	22-Feb-08 14:17:05	5088082	EASTERN PLUMBING SUPPLY	DALLAS	214	2210261	22-Feb-08 15:05:43	STANDARD		APPROVED
1981	22-Feb-2008	22-Feb-08 14:17:32	5088083	UNITED RENTALS	IRVING	972	5791841	22-Feb-08 15:05:55	STANDARD		APPROVED
1982	22-Feb-2008	22-Feb-08 14:18:10	5088084	OGBURN TRUCK	GARLAND	972	2729690	22-Feb-08 15:05:55	STANDARD		APPROVED
1983	22-Feb-2008	22-Feb-08 14:19:41	5088085	FISHER SCIENCE EDUCATION	HANOVER PARK	1800	9550740	22-Feb-08 15:15:04	STANDARD		APPROVED
1984	22-Feb-2008	22-Feb-08 14:20:06	5088086	FLINN SCIENTIFIC FOUNDATION	BATAVIA	1866	4521436	22-Feb-08 15:15:05	STANDARD		APPROVED
1985	22-Feb-2008	22-Feb-08 14:30:00	5088087	CHEFS PRODUCE	DALLAS	972	4948820	22-Feb-08 15:15:13	STANDARD		APPROVED
1986	22-Feb-2008	22-Feb-08 14:30:11	5088088	CHEFS PRODUCE	DALLAS	972	4948820	22-Feb-08 15:25:21	STANDARD		APPROVED
1987	22-Feb-2008	22-Feb-08 15:04:10	5088089	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 15:25:34	STANDARD		APPROVED
1988	22-Feb-2008	22-Feb-08 15:13:38	5088090	DEMCO INC	MADISON	1888	3294728	22-Feb-08 15:25:41	STANDARD		APPROVED
1989	22-Feb-2008	22-Feb-08 15:13:54	5088091	COCA COLA BOTTLING CO	DALLAS-CANNED	214	4896202	22-Feb-08 15:35:48	STANDARD		APPROVED
1990	22-Feb-2008	22-Feb-08 15:14:49	5088092	CHEFS PRODUCE	DALLAS	972	4948820	22-Feb-08 15:35:56	STANDARD		APPROVED
1991	22-Feb-2008	22-Feb-08 15:30:05	5088093	SCHOOL SPECIALTY INC	APPLETON	1877	4647196	22-Feb-08 15:35:58	STANDARD		APPROVED
1992	22-Feb-2008	22-Feb-08 15:33:26	5088094	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 15:45:05	STANDARD		APPROVED
1993	22-Feb-2008	22-Feb-08 15:33:26	5088095	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 15:45:20	STANDARD		APPROVED
1994	22-Feb-2008	22-Feb-08 15:46:14	5088096	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 15:55:43	STANDARD		APPROVED
1995	22-Feb-2008	22-Feb-08 15:46:14	5088097	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 15:55:47	STANDARD		APPROVED
1996	22-Feb-2008	22-Feb-08 15:52:18	5088098	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 16:05:27	STANDARD		APPROVED
1997	22-Feb-2008	22-Feb-08 15:52:18	5088099	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 16:05:31	STANDARD		APPROVED
1998	22-Feb-2008	22-Feb-08 15:59:48	5088100	SCHOOL SPECIALTY INC	APPLETON	1877	4647196	22-Feb-08 16:05:41	STANDARD		APPROVED
1999	22-Feb-2008	22-Feb-08 16:00:04	5088101	CORPORATE EXPRESS	ARLINGTON	1888	6643311	22-Feb-08 16:15:51	STANDARD		APPROVED

Vendor Mailing Labels

Oracle Discoverer - [Vendor Mailing Labels]

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	Vendor Name	Address Line1	Address Line2	City	State	Zip	Phone Number
1	ADVANCE SALES & MARKETIN	1801 ROYAL LN	STE 1012	DALLAS	TX	75229	214 722 2534
2	ALPHA FOODS CO	8209 DUNLAP ST		HOUSTON	TX	77074-0000	713 778 3019
3	APANI SOUTHWEST INC	5401 N 1ST		ABILENE	TX	79603-0000	325 690 1550
4	B AND B BEVERAGES	PO BOX 8398		FT WORTH	TX	76124-0398	817 299 9988
5	BARTUSH SCHNITZIUS CO	PO BOX 396		LEWISVILLE	TX	75067-0000	214 219 1270
6	BASIC AMERICAN FOODS	2999 OAK RD		WALNUT CREEK	CA	94596-0000	214 625 0593

Workbook Query Stats

Oracle Discoverer - [Query Statistics]

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Workbook Query Statistics (Query Statistics)

Find out over all Users which Workbook & Worksheets are the most popular.

Worksheets & Worksheets that have been queried by users within a month. The 'Worksheet Usage' item counts how many times a worksheet has been queried.

If no records are returned, then you have no query statistics recorded.

Page Items: Year: 2008 Month: Jan

Workbook Name	Date Worksheet Last Ran	Worksheet Usage	Time taken to run Worksheet HH:MM:SS	No of Queries
GISD PA Budget vs Actual - 12.03.07	31-JAN-2008	22	00:00:01	350
Food Service Rev and Exp	31-JAN-2008	21	00:00:26	224
GISD Min-max Numbers	31-JAN-2008	18	00:00:03	145
Diann's Costing Report	25-JAN-2008	12	00:00:31	64
skgDiann's Costing Report	28-JAN-2008	8	00:00:13	35
Workbook1	24-JAN-2008		00:03:08	37
Due To Due From	30-JAN-2008	7	00:00:08	8
RM Costing Suspense Revised Jun-07	25-JAN-2008	6	00:00:13	20
Contract Renewal & Expiration Date Report 2	31-JAN-2008	5	00:00:17	77
OAB Monthly Vendor Deductions Report Individual Plans NPA	29-JAN-2008		00:01:51	129
Vendor Mailing Labels	29-JAN-2008		00:00:00	27
GISD Costing by Position	25-JAN-2008	4	00:00:01	28
OAB Monthly Vendor Deductions Report Individual Plans	31-JAN-2008		00:02:15	68

Workbook Queried by Users

Oracle Discoverer - [Query Statistics]

File Edit View Sheet Format Tools Graph Window Help

Arial

Workbooks Queried by User (Query Statistics)

What are a 'Users' most popular Workbooks.

Workbooks & Worksheets that have been queried by a 'User', within a particular Year & Month. The 'Worksheet Usage' column indicates the number of times the worksheet has been used for, this is a good indication of this workbooks popularity with this user.

If no records are returned, then you have no query statistics recorded.

Page Items: Year: 2008 Month: Jan

User Who Ran the Worksheet	Workbook Name	Date Worksheet Last Ran	Worksheet Usage	Time taken running Worksheet HH:MM:SS	No of Queries
AAPARSON	Food Service Payroll Analysis	29-JAN-2008	3	00:00:03	18
	GISD Oracle Apps Users-ExEmployees	24-JAN-2008	1	00:00:02	1
CASLOUGH	GISD New Hire by Payroll Date	25-JAN-2008	3	00:00:01	1
	OAB - COBRA Notification - Termination	24-JAN-2008	1	00:05:48	1
	OAB - Coverage Change Report - Termination	22-JAN-2008	1	00:03:47	1
	OAB - Initial COBRA Notification	25-JAN-2008	1	00:00:09	6
	OAB Monthly Vendor Deductions Report Individual Plans NPA	29-JAN-2008	4	00:01:57	123
DALLEN	GISD PA Budget vs Actual - 12.03.07	31-JAN-2008	8	00:00:01	120
DCSMTH	GISD DOCK HOURS SUMMARY	15-JAN-2008	1	00:00:31	1
DDSSALONE	DDS Costing Report	18-JAN-2008	1	00:00:41	1

Agenda

- Overview
- Organizational Needs
- Implementation Considerations
- Sample Reports
- **Tips and FAQ's**
- Q&A

Tips and FAQ's

- How current is the data?
 - Every time you enter a workbook or press the Refresh button, the database is queried and new information is retrieved.
- I need to see data that is not in a folder, can I still report on this information?
 - Any field on a form is stored in the database and can be made available in Discoverer. The folders may need to be added through the Admin. Edition.

Tips and FAQ's

- My report is slow, how can I make it faster?
 - Try using conditions to narrow your search. Also, a Discoverer Administrator may be able to modify your query and/or create summary tables.
- Use Discoverer to answer specific questions
 - How many Purchase Orders in October?
 - What invoices have been paid?
 - Which deposit has cleared the bank?
- Sheet | Edit Sheet
- Conditions are the most utilized feature

Tips and FAQ's

- Use Date Hierarchies
- Develop Queries With Few Filters, i.e. Limit Items in the "WHERE" Clause
- Use Discoverer to Retrieve Data, Format in Excel
- Disable Unnecessary Business Areas
- Learn the Major Tables In Your Business Area
- Experiment and Practice!!

Tips and FAQ's

- **Additional Training Resources**
 - Online Manuals and Help
 - Oracle Education – 2 Day Class for Users, 3 for Admin
 - Oracle TechNet
 - Oracle Application Users Group (OAUG)
 - Oracle Press: Oracle Discoverer 10g Handbook

Questions??

- 10g Upgrade
- Performance