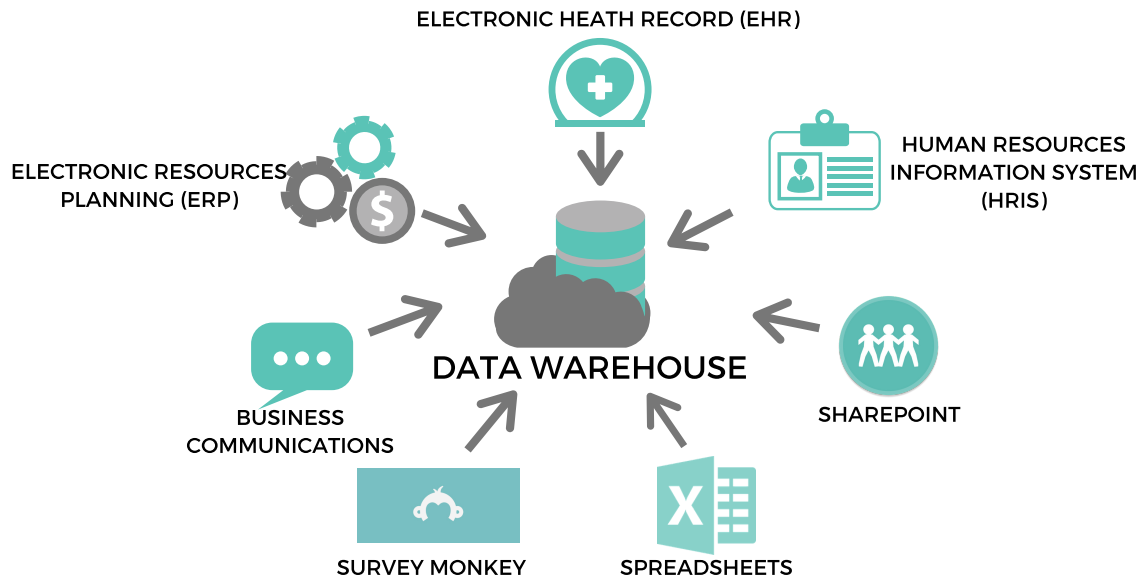


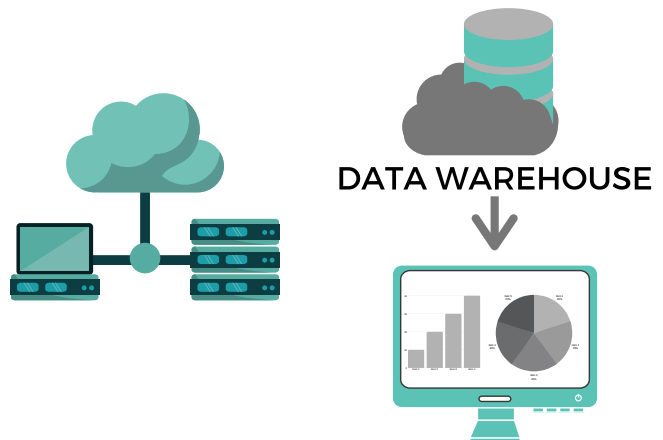
HOW TO START USING BUSINESS INTELLIGENCE SOFTWARE

STEP 1: LOAD THE DATA WAREHOUSE



STEP 2: STRUCTURE DATA, EXPORT & BUILD

- Set up automated jobs for all data sources to refresh the data warehouse on a regular basis.
- Use structured query language (SQL) to combine data from all applications and data sources.
- Export data from data warehouse to Business Intelligence tool.
- Build dashboards and reports.



STEP 3: PUBLISH REPORTS & DISTRIBUTE TO USERS

- Publish data dashboards to the cloud.
- Set up refresh schedules to keep dashboards current.
- Choose which users to share with and manage permissions accordingly (e.g. by role and/or program)
- Train users, monitor utilization.

