

Decision Support – AITS
University Administration

Connecting to OLAP cubes

Using Excel

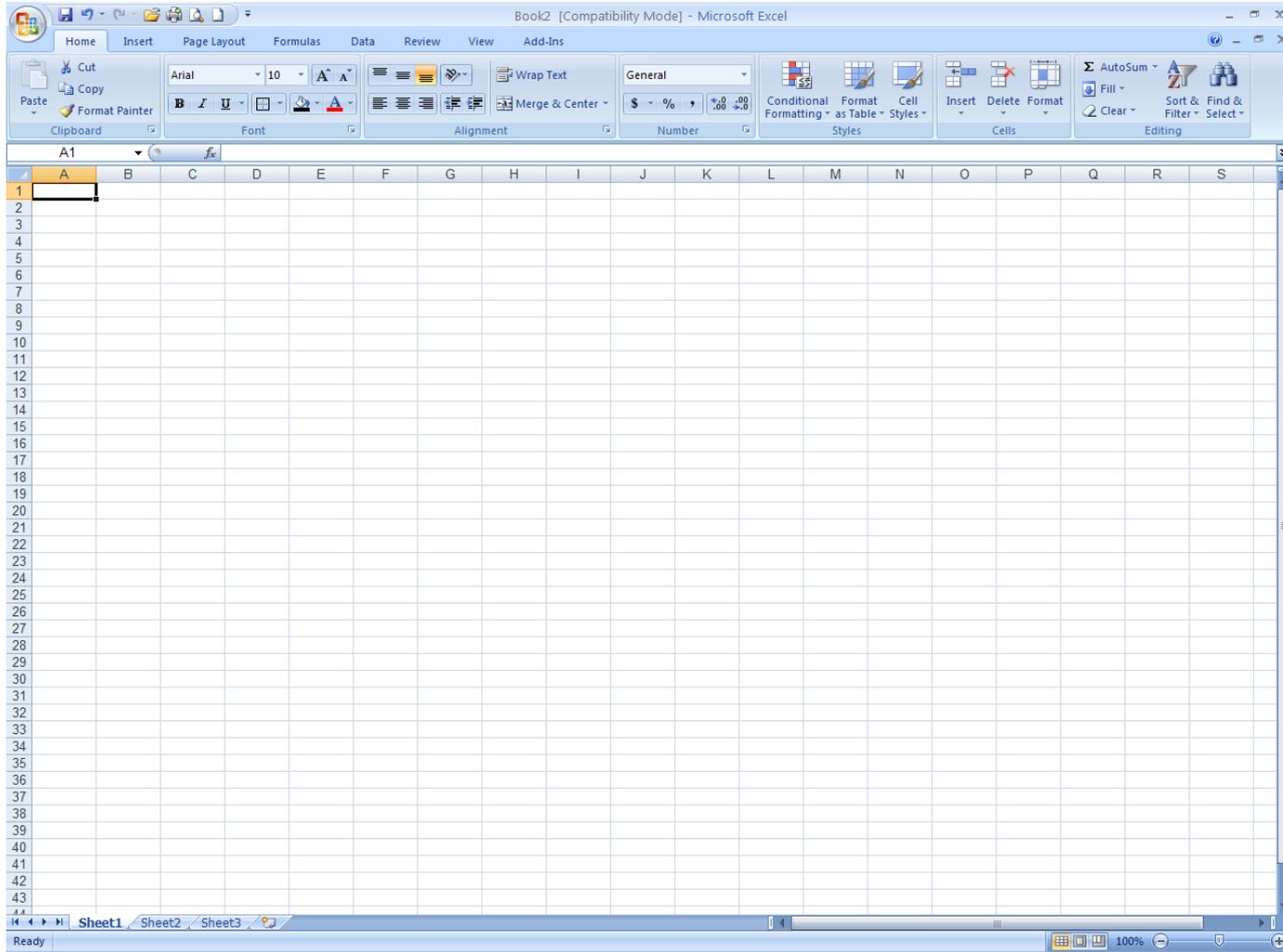
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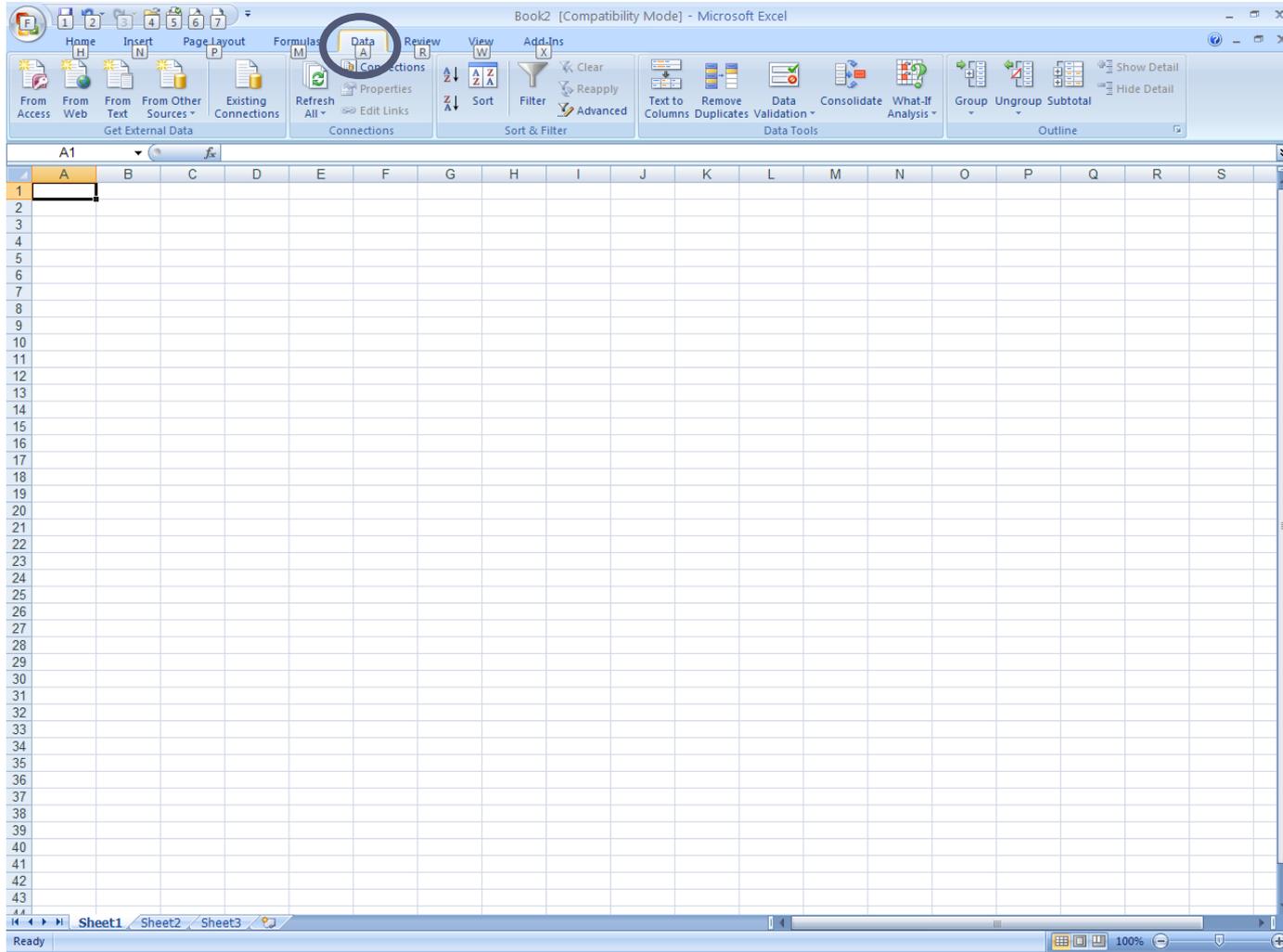
Requesting Access

- ▶ In order to connect to the to an AITS – Decision Support OLAP cube, you must first get access to it.
- ▶ In order to get approved for access, you must have access o the relevant subject data in the EDW. If you do not have access, your Unit Security Contact (USC) must request access to it.
- ▶ If you have access to the relevant subject data in the EDW, your USC can submit a request specifically for the OLAP sub access.

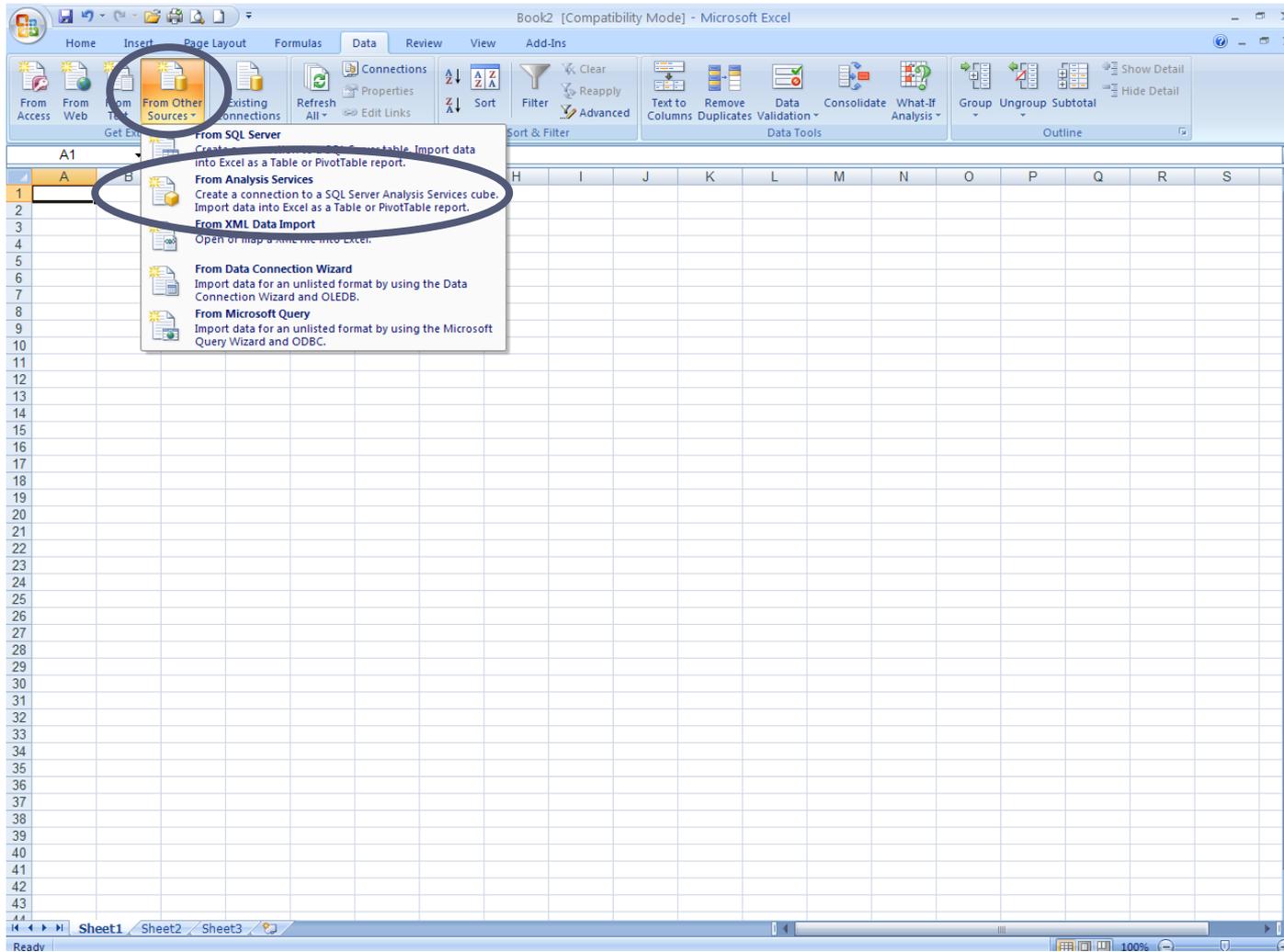
Once you have access, Start in Excel



Go to the Data Tab



Select “From Other Sources” Then “From Analysis Services”



Fill in the information in the Data Connection Wizard

Data Connection Wizard

Connect to Database Server
Enter the information required to connect to the database server.

1. Server name:

2. Log on credentials

Use Windows Authentication

Use the following User Name and Password

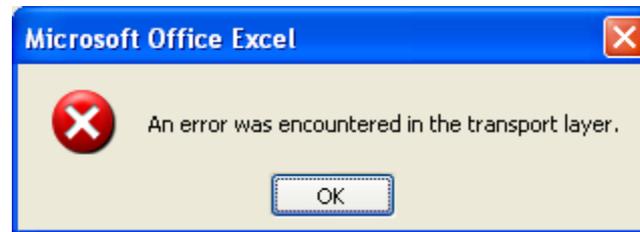
User Name:

Password:

Cancel < Back **Next >** Finish

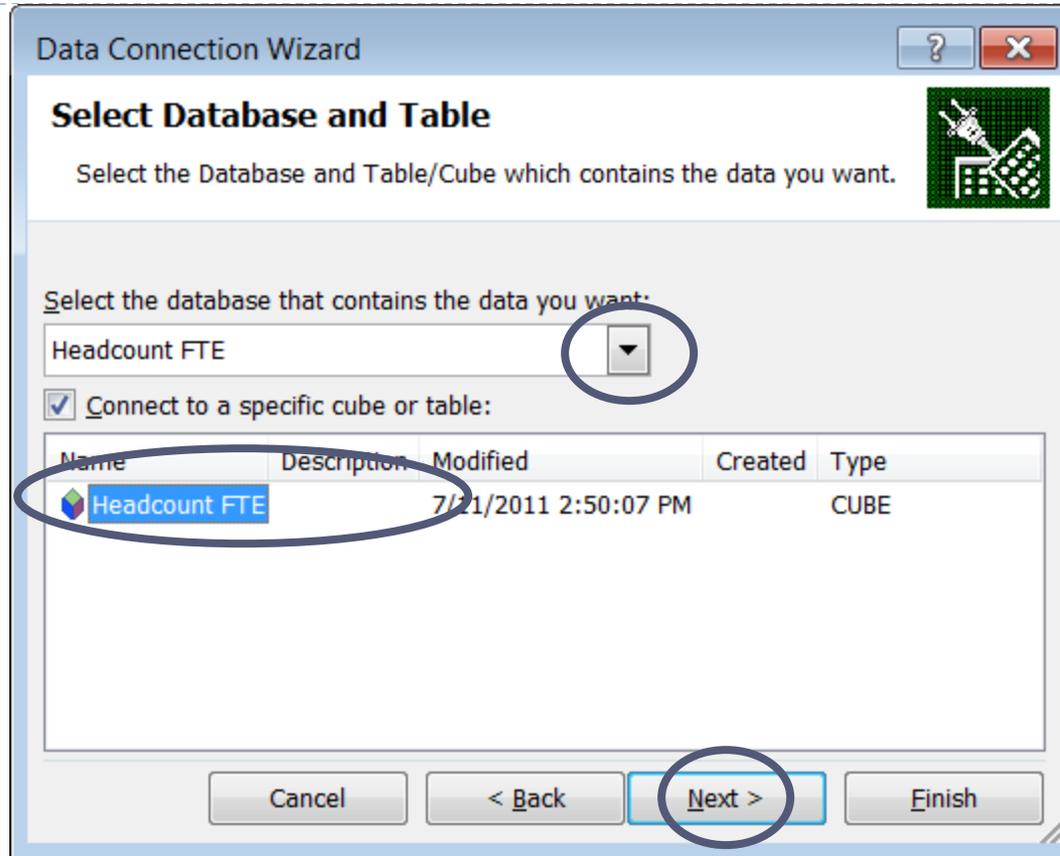
1. In Server Name, type:
"chibisql1.admin.uillinois.edu"
2. Most units use Active Directory. If your unit does, you can use Windows Authentication.
3. Click Next

If you do not use Active Directory, you will get the below error message:



- If you get the above error, go to the **Appendix** to see additional instructions for accessing the cube.

Select the OLAP appropriate cube in the pull down menu and highlight the name.



This example uses the Headcount FTE cube. Your options will vary depending on your access.

Click on Finish

Data Connection Wizard

Save Data Connection File and Finish

Enter a name and description for your new Data Connection file, and press Finish to save.

File Name:
chibisql1.admin.uillinois.edu Employee Headcount-FTE Analysis.odc Browse...

Save password in file

Description:
(To help others understand what your data connection points to)

Friendly Name:
chibisql1.admin.uillinois.edu Employee Headcount-FTE Analysis

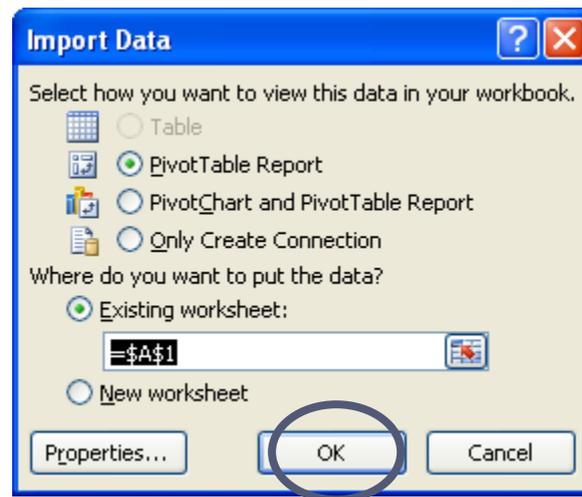
Search Keywords:

Always attempt to use this file to refresh data

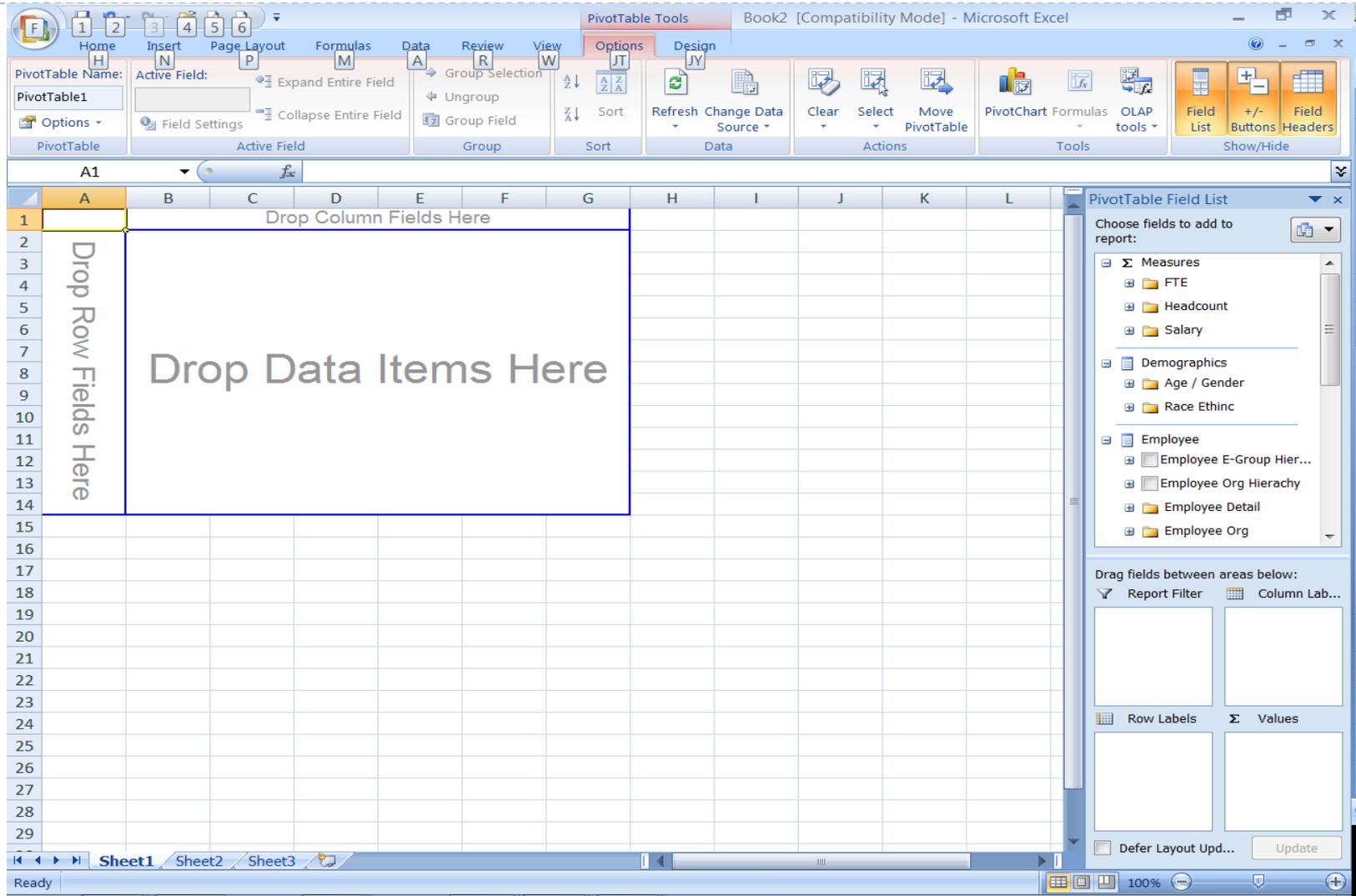
Excel Services: Authentication Settings...

Cancel < Back Next > **Finish**

The data connection wizard wants to start the Pivot Table is A1. Click “OK”.

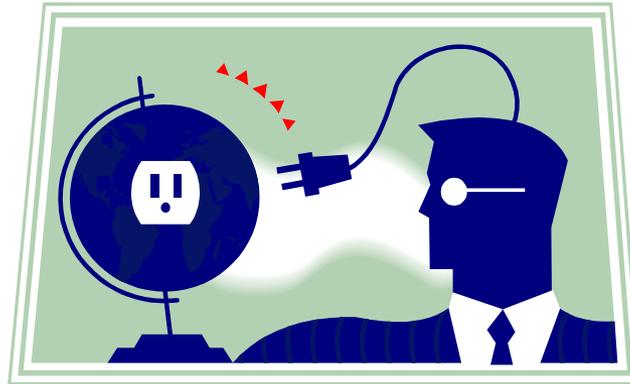


You are now ready to start using the OLAP Cube.

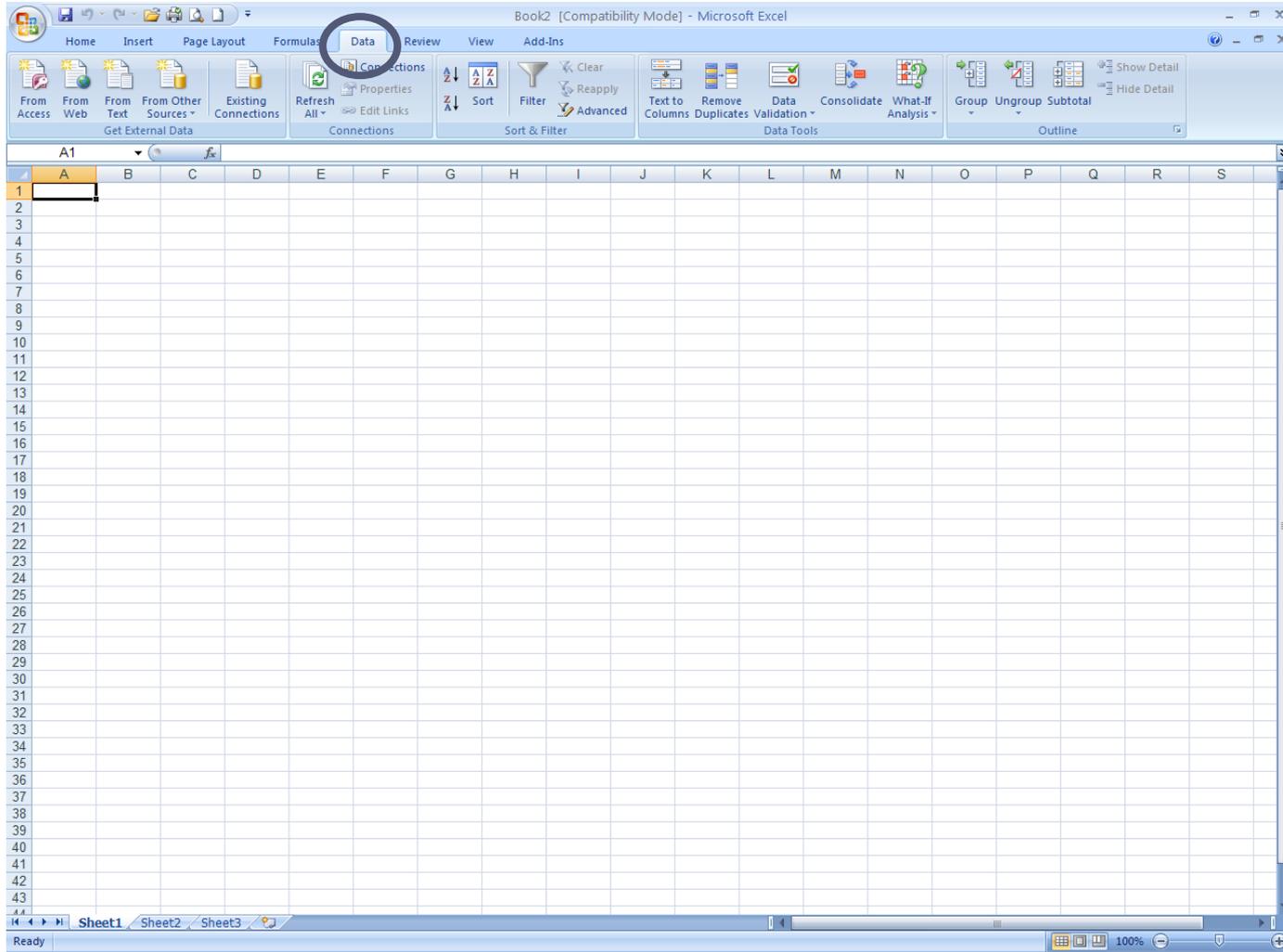


Connecting to the Cube next time

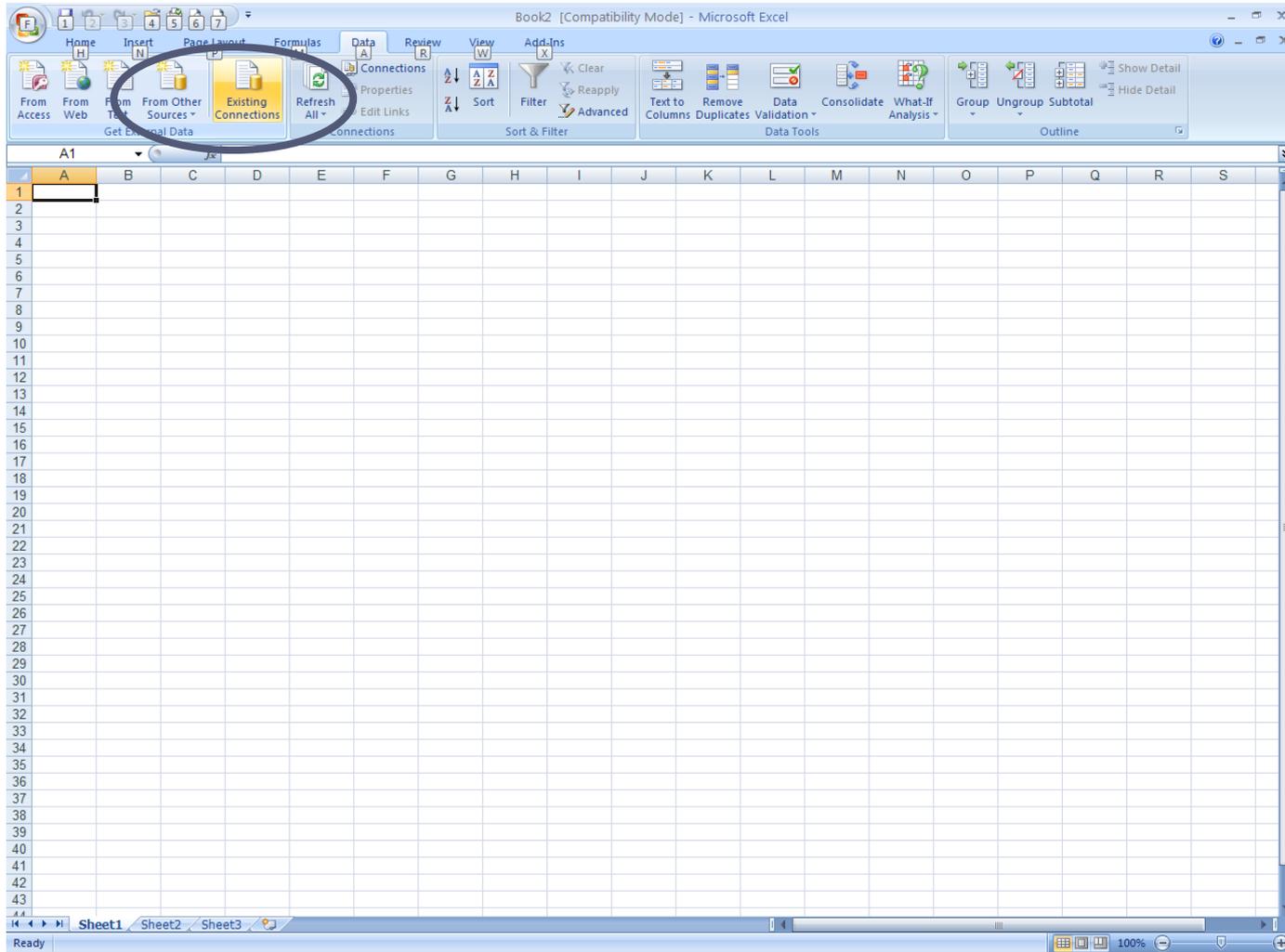
- ▶ After you have connected to the cube once, the next time you need to connect to it will be much easier.



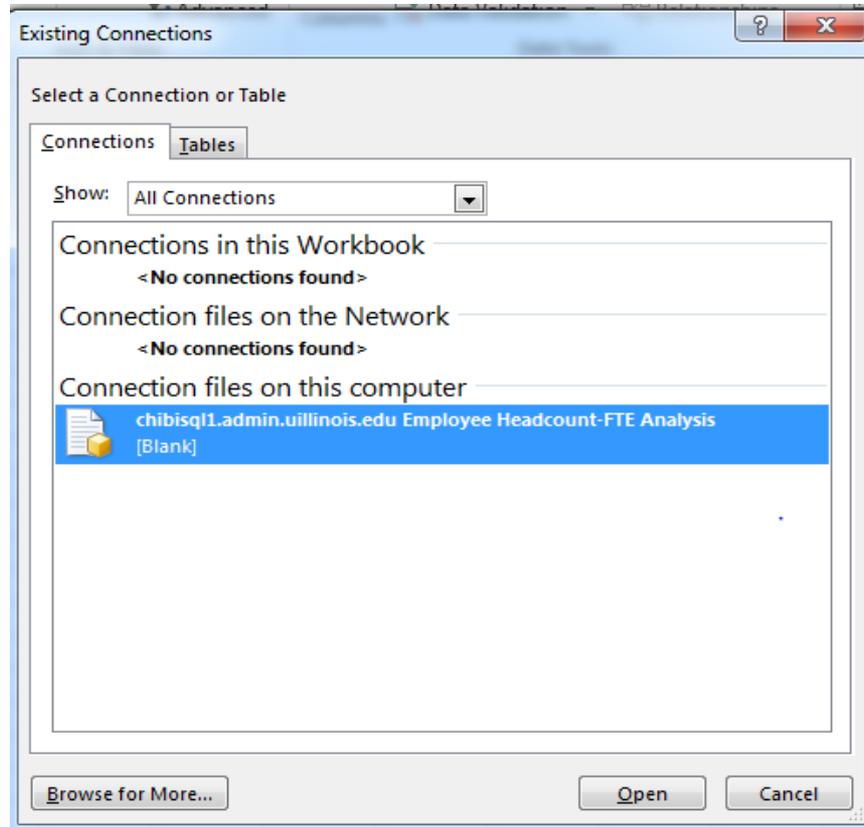
Start in Excel at the Data tab



This time we will go to Existing Connections

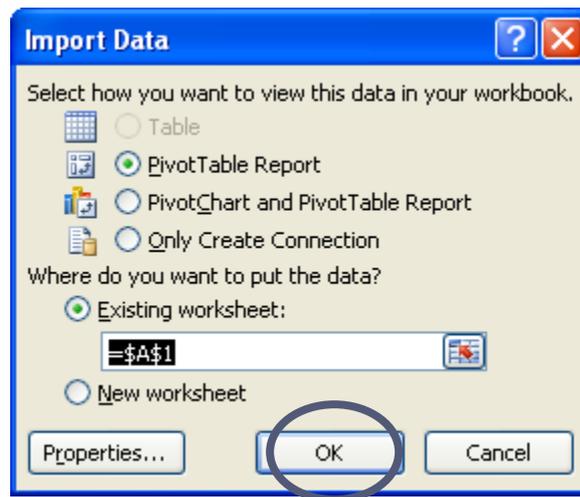


Select “chibisql1.admin.uillinois.edu Employee Headcount- FTE Analysis”

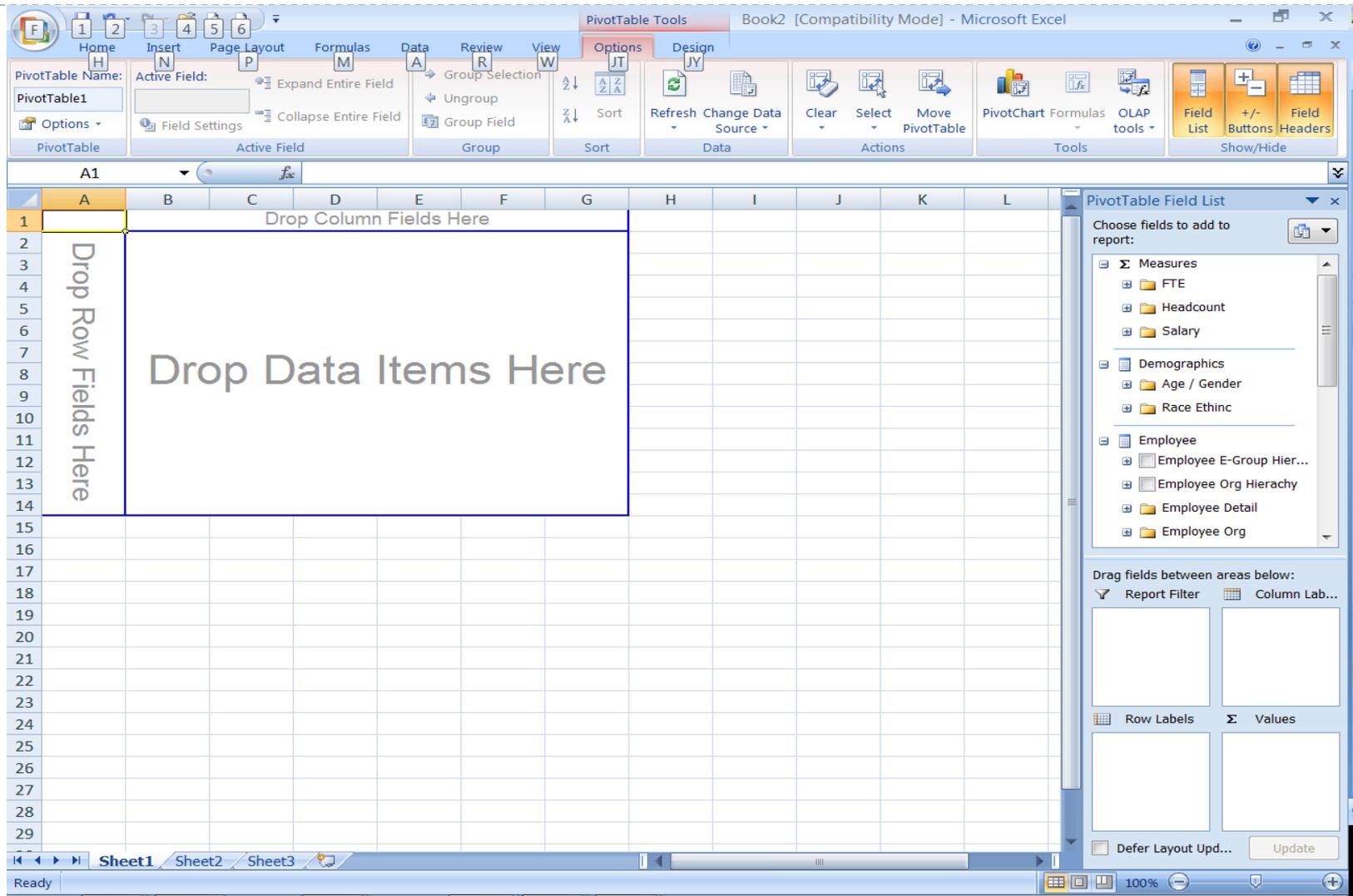


- ▶ This example uses the Headcount OLAP cube. The connection will start with chibisql1.admin.uillinois.edu. The cube name will vary depending on which cube you are trying to select.

The data connection wizard wants to start the Pivot Table is A1. Click “OK”.



You are now ready to start using the OLAP Cube.



Appendix

First Time Connection Problems



If you get an error message, try this method

Data Connection Wizard

Connect to Database Server

Enter the information required to connect to the database server.

1. Server name:

2. Log on credentials

Use Windows Authentication

Use the following User Name and Password

User Name:

Password:

1. In Server Name, type:
"chibisql1.admin.uillinois.edu"
2. Click on the radio button, next to "Use the following User Name and Password"
3. In User Name,
 - a) **At UIC**, enter "AD" followed by a backslash and your username (AD\username).
 - b) **At UIS**, In User Name, enter "UISAD" followed by a backslash and your username (UISAD\username).
 - c) **At UIUC**, enter "UIUC" followed by a backslash and your username (UIUC\username).
4. In Password, enter your Desktop Login password
5. Click Next

Click on Authentication Settings...

Data Connection Wizard

Save Data Connection File and Finish

Enter a name and description for your new Data Connection file, and press Finish to save.

File Name:
CHIBISQL1.ui.uillinois.edu Employee Headcount-FTE Analysis.odc Browse...

Save password in file

Description:
(To help others understand what your data connection points to)

Friendly Name:
CHIBISQL1.ui.uillinois.edu Employee Headcount-FTE Analysis

Search Keywords:

Always attempt to use this file to refresh data

Excel Services: **Authentication Settings...**

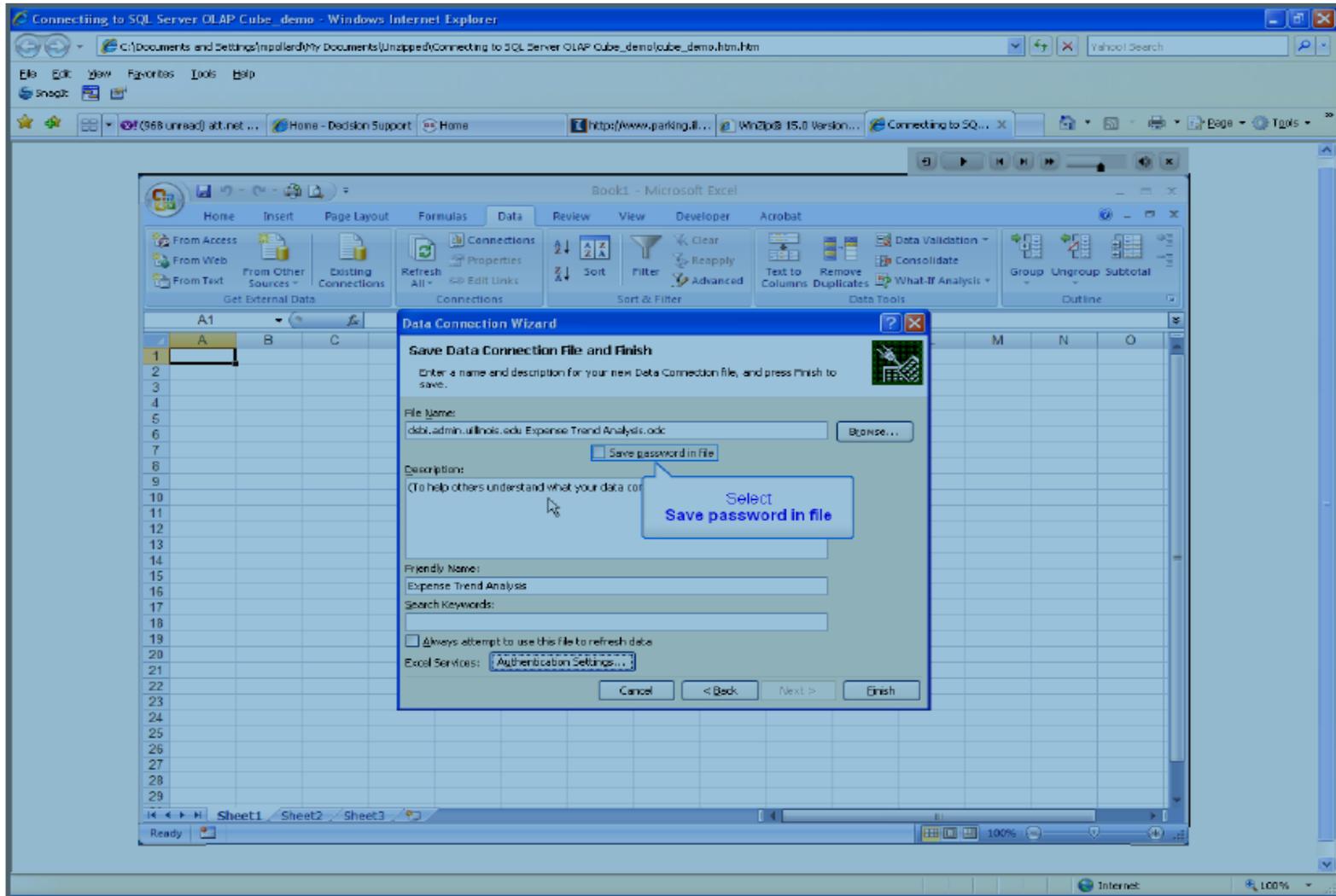
Cancel < Back Next > Finish

Click on SSO.

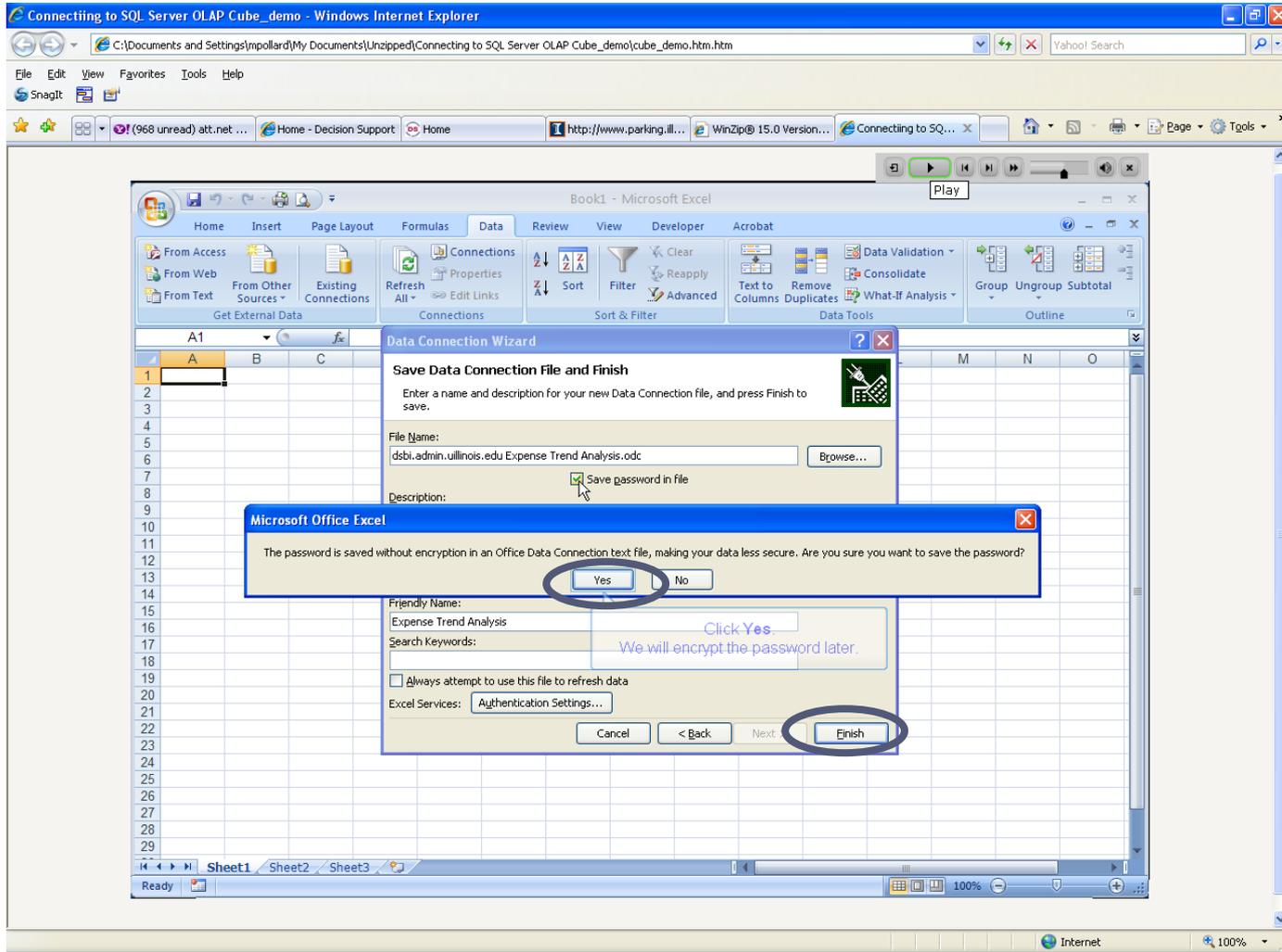


1. In SSO ID;
 - a) **At UIC**, enter “AD” followed by a backslash and your username (AD\username).
 - b) **At UIS**, In User Name, enter “UISAD” followed by a backslash and your username (UISAD\username).
 - c) **At UIUC**, enter “UIUC” followed by a backslash and your username (UIUC\username).
2. Click OK

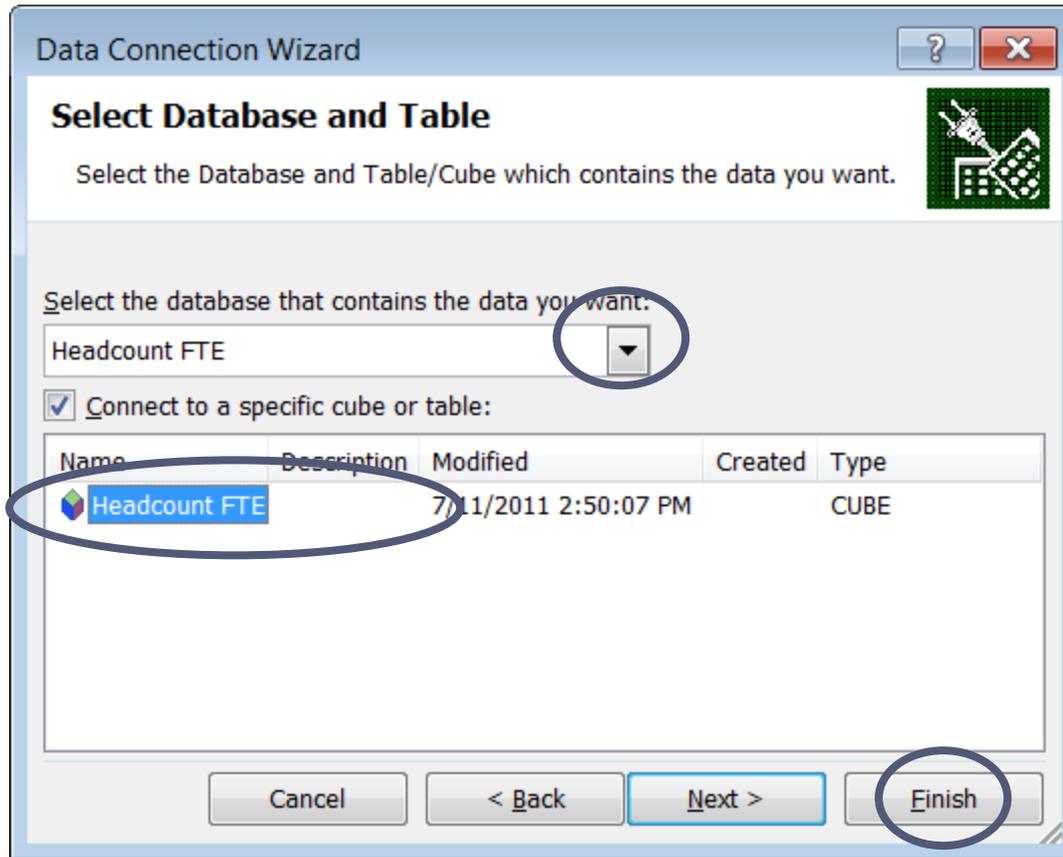
Click Save password to file



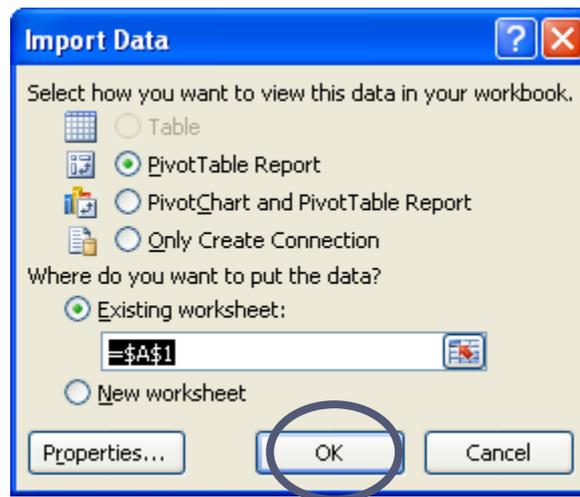
You get a warning message that your password is saved on your computer.



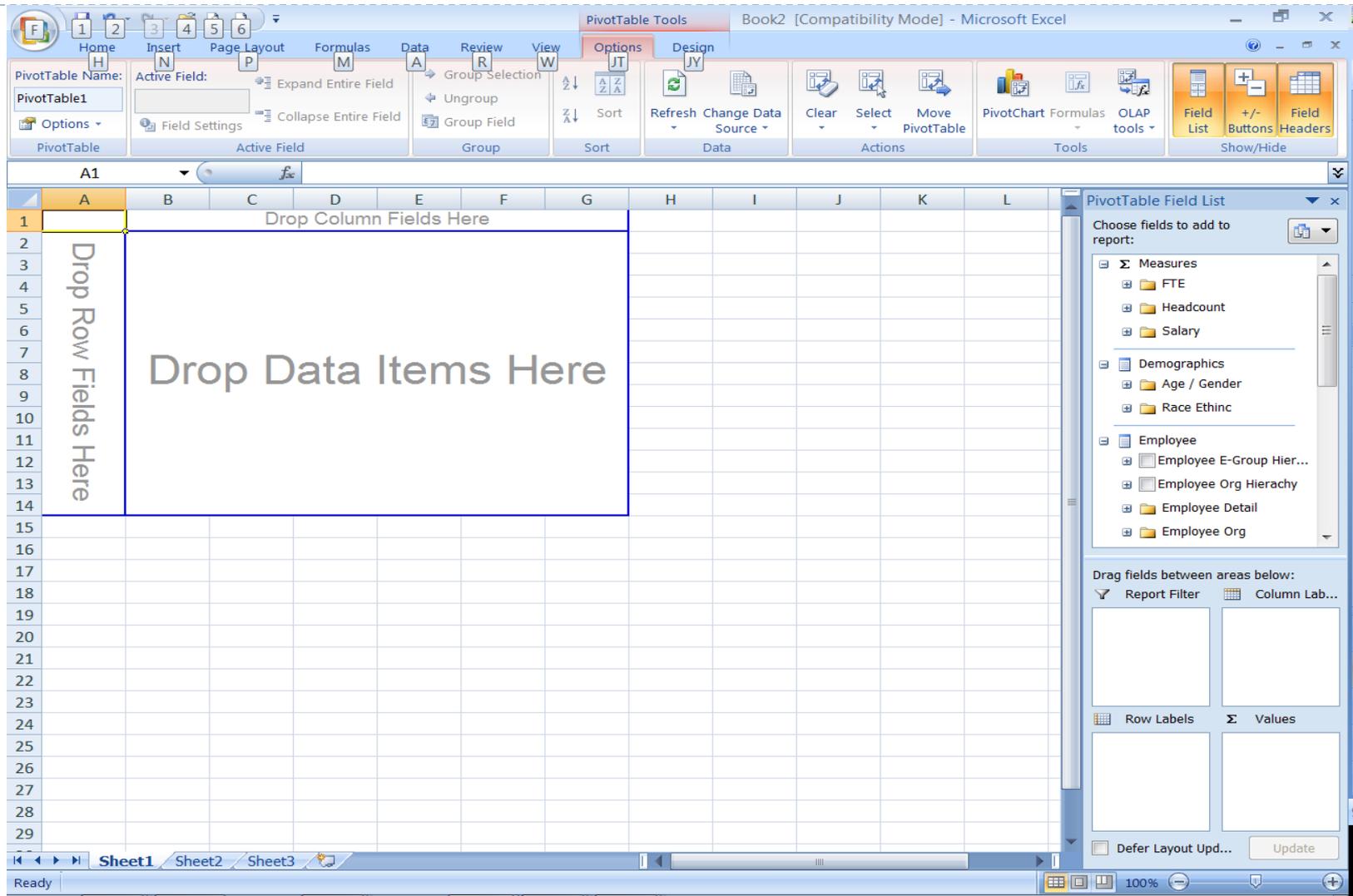
Select the OLAP cube in the pull down menu and highlight the name.



The data connection wizard wants to start the Pivot Table is A1. Click “OK”.



You are now ready to start using the OLAP Cube.



If you are still having connection problems:

- ▶ Please send an email to Decision Support User Support Specialists (dsuss@uillinois.edu)



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