

## QUICK GUIDE: Navigation 101

### Signing Into UWBI

- Go to UWBI Production: <https://uwbi.wisconsin.edu>

- The Landing page is shown in the screenshot below.

- The **Home** link is always visible and will always return the user to the Home page where you can view your Create options and Recent Locations to access quickly.
- The **Catalog** link opens the OBIEE Web Catalog for management of My and Shared Folders.
- The **Favorites** link allows you save analyses into a shortcut list of frequently accessed OBIEE content (Add Favorite once on analysis), Manage Favorites and to quickly open those analyses from that list of saved shortcuts.
- The **Dashboards** link takes you into the OBIEE Dashboards environment and displays a list of all OBIEE Dashboards to which you have been granted access.
- The **New** link opens a list of content objects that you are eligible to create. Depending on security rights (Author or Consumer), different users will see different objects in this list (i.e. Author roles can go to Analysis>Select Subject Area to generate an analysis).
- The **Open** link allows you to select and open stored web catalog content. The Recent and Most Popular sections reflect the same contents as shown in the main body of the page that you have navigated to.

- The **Search** fields provide simple search functionality for the web catalog.
- The **Advanced** link opens a very slightly more robust search window, from which you can specify which major catalog (personal or shared) you want to search.
- The **Help** link presents the user with a short list of available help documents.
- The **Sign Out** link logs the user out of OBIEE.
- Signed In As** drop down allows you to view My Account Preferences, Delivery Options, and Application Roles

The screenshot shows the UWBI Landing Page interface. At the top, there is an Oracle Business Intelligence header and a search bar. Below the header, there is a navigation bar with six numbered links: 1. Home, 2. Catalog, 3. Favorites, 4. Dashboards, 5. New, and 6. Open. To the right of these links is a 'Signed In As' dropdown menu showing 'cbraker@uwsa.edu'. The main content area features a grid of dashboard tiles for various University of Wisconsin campuses, including Eau Claire, Green Bay, La Crosse, Madison, Milwaukee, Oshkosh, Parkside, Platteville, River Falls, Stevens Point, Stout, Superior, Whitewater, and CDR. A 'Student Sample' tile is also present with a 'SAMPLE' stamp.

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