UW BUSINESS INTELLIGENCE

QUICK GUIDE: Navigation of the HR & FIN Dashboards

Signing Into UWBI

- Go to UWBI Production: https://uwbi.wisconsin.edu
- Below is a sample institution dashboard.

1. You can return to the previous page by selecting the **Return to UWBI Landing Page** button in the upper left of your screen.

2. Each dashboard will have a link called **View Dashboard(s)** for you to select and navigate into a specific dashboard.

3. Some dashboards will have a longer list of reports, so you may need to use the **scroll bar** to view all listed reports.

4. The **Additional Resource** links and **Where are my Shared Query Reports** link are located at the bottom of the page for additional assistance/tools

and to navigate to a page that provides information on which dashboard and report, within the dashboard, to use to access the information previously provided by an Interactive Reporting shared query.

Contact us at: uwbi@uwsa.edu
Visit us at: www.wisconsin.edu/bi