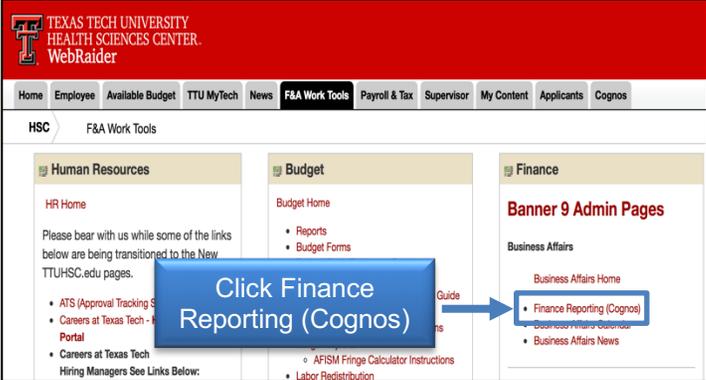
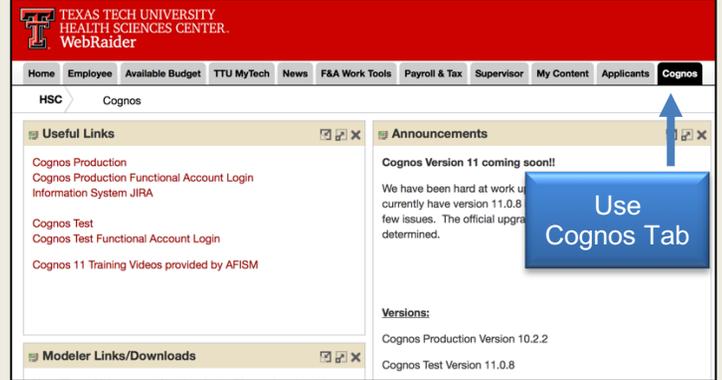
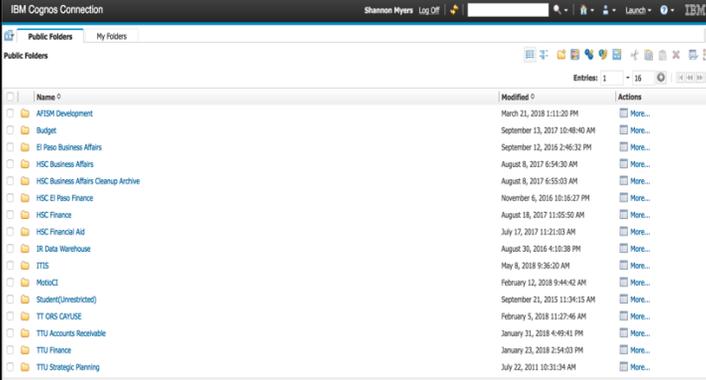
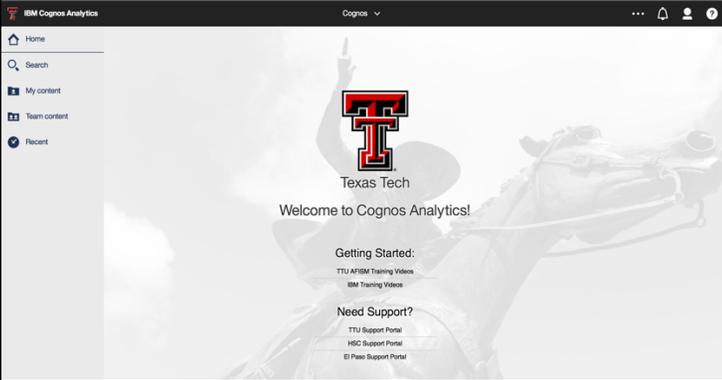
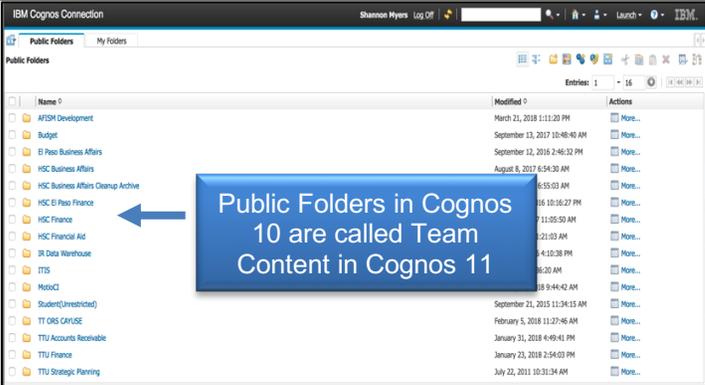
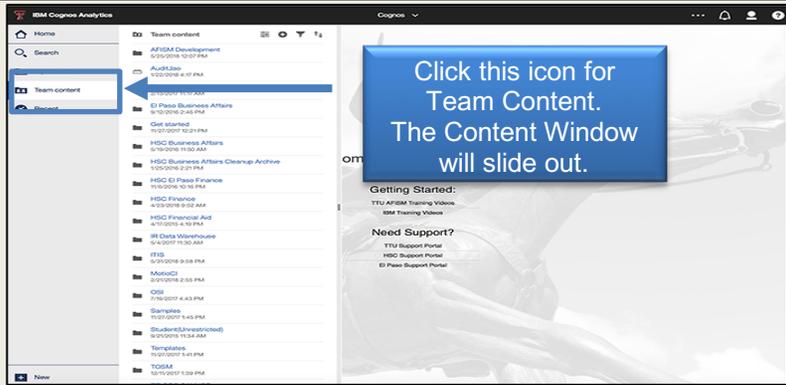
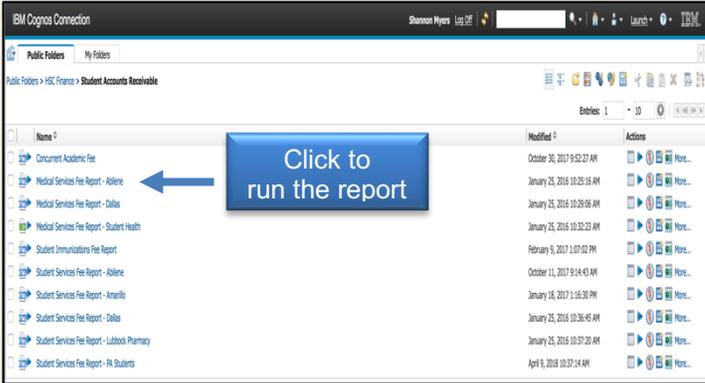
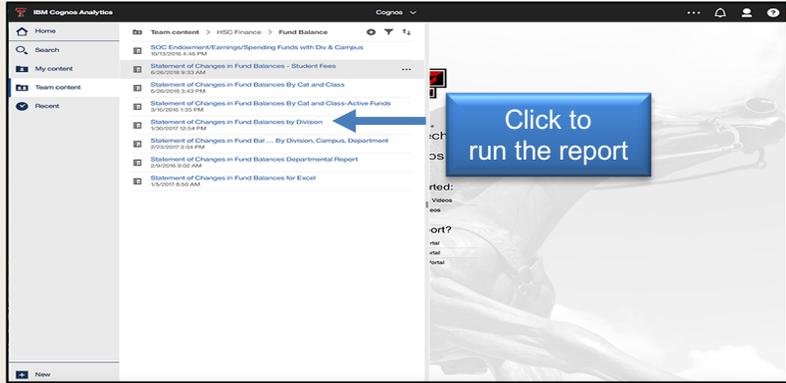


Action	Cognos 10 (old way)	Cognos 11 (new way)
<p>Accessing Cognos.</p>		
	<p>Access through WebRaider Portal, F&A Work Tools Tab, Finance portlet, and click Finance Reporting (Cognos)</p>	<p>Access through WebRaider Portal, Cognos Tab</p>
<p>Differences in User Interface screens after login.</p>		
	<p>Cognos 10 Public Folders</p>	<p>Cognos 11 Welcome screen</p>

Action	Cognos 10 (old way)	Cognos 11 (new way)
<p>Content folders.</p>		
	<p>Cognos 10 Public Folders.</p>	<p>Cognos 11 Team Content.</p>
<p>Running a Report.</p>		
	<p>Click the report name to run the report.</p>	<p>Click the report name to run the report or a folder to see the content within a folder.</p>

Action	Cognos 10 (old way)	Cognos 11 (new way)																																																		
Prompt Pages.																																																				
	<p>Choose the prompt values.</p>	<p>Choose the prompt values.</p>																																																		
Report output displays.																																																				
<p>Report output for Cognos 10. Select the drop-down arrow for report output options.</p>	<table border="1"> <thead> <tr> <th>Fund</th> <th>Description</th> <th>Seq Balance</th> <th>Non-Oper</th> <th>Revenue</th> <th>Net Expenses</th> <th>Transfers</th> <th>End Balance</th> <th>Dir & Res</th> <th>Audit Bal</th> </tr> </thead> <tbody> <tr> <td>100014</td> <td>Library Ftp</td> <td>0.00</td> <td>0.00</td> <td>238,812.00</td> <td>242,362.20</td> <td>0.00</td> <td>75,779.80</td> <td>26,652.90</td> <td>42,144.90</td> </tr> <tr> <td>100080</td> <td>Library Ftp Year Med</td> <td>25,867.24</td> <td>0.00</td> <td>698,894.31</td> <td>695,792.25</td> <td>0.00</td> <td>274,615.50</td> <td>243,628.90</td> <td>150,386.74</td> </tr> <tr> <td></td> <td>Library Area</td> <td>2,646.04</td> <td>0.00</td> <td>270,118.08</td> <td>268,204.45</td> <td>0.00</td> <td>71,489.27</td> <td>68,933.81</td> <td>1,795.45</td> </tr> <tr> <td></td> <td>Annexes</td> <td>2,646.04</td> <td>0.00</td> <td>270,118.08</td> <td>268,204.45</td> <td>0.00</td> <td>71,489.27</td> <td>68,933.81</td> <td>1,795.45</td> </tr> </tbody> </table>	Fund	Description	Seq Balance	Non-Oper	Revenue	Net Expenses	Transfers	End Balance	Dir & Res	Audit Bal	100014	Library Ftp	0.00	0.00	238,812.00	242,362.20	0.00	75,779.80	26,652.90	42,144.90	100080	Library Ftp Year Med	25,867.24	0.00	698,894.31	695,792.25	0.00	274,615.50	243,628.90	150,386.74		Library Area	2,646.04	0.00	270,118.08	268,204.45	0.00	71,489.27	68,933.81	1,795.45		Annexes	2,646.04	0.00	270,118.08	268,204.45	0.00	71,489.27	68,933.81	1,795.45	<p>Report output for Cognos 11. Click the Run button for report output options.</p>
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Cognos 11 Enhanced Functionality

Cognos 11 allows you to have multiple reports open at once. Open reports are accessible within the drop-down menu. You can click on an **open report** to switch to that report or close a report by clicking the **X symbol** beside the report name. Click the **Welcome button** to return to the Welcome screen or Home screen.

The screenshot shows the Cognos 11 interface with a report menu open. The menu items are:

- Cognos
- Statement of Changes in Fund Balances by Division
- Statement of Changes in Fund Balances Departmental Report

Below the menu, a data table is visible with the following content:

Institution: Texas Tech University Health Sciences Center						
Division: Finance						
Campus: Lubbock						
Department: Finance						
Non-Oper						
IC Finance Systems Mgmt	G	-	-	52,058	40,955	
300 Restricted Funds						
Finance Systems Management Sup	S	-	-	-	-	
Finance Systems Mgmt Lbk		24,921	218,504	251,281	98,830	90,974
Lubbock		24,921	218,504	251,281	98,830	90,974
Finance		24,921	218,504	251,281	98,830	90,974
Totals		24,921	218,504	251,281	98,830	90,974

Four blue callout boxes provide instructions:

- Cognos 11 gives you the ability to switch between open reports. Click the **drop-down** to select an open report** (points to the menu)
- Click the **home button** to return to the Welcome screen or Home screen** (points to the home icon)
- Click the **report name** to move to another open report** (points to the selected report name)
- Click the **X symbol** to close open reports** (points to the X icon)

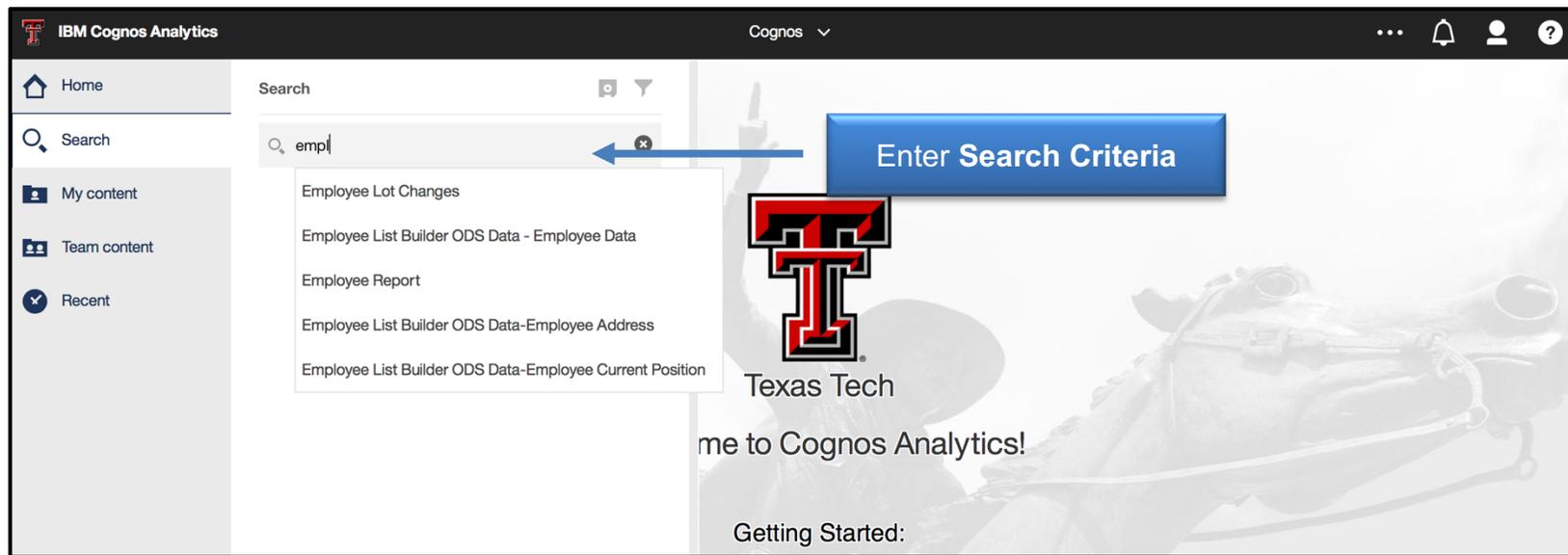
Buttons



Welcome screen or Home screen – Click this button to return to the Welcome or Home screen



Search



My Content – Your individual folders



Team Content – Shared folders among TTUHSC departments



Recent

IBM Cognos Analytics

Cognos

Home

Search

My content

Team content

Recent

Recently viewed

- Statement of Chang ... Departmental Report
Team content > HSC Finance > Fund Balance
- Statement of Chang ... Balances by Division
Team content > HSC Finance > Fund Balance
- Statement of Changes in F ... - Student Fees
Team content > HSC Finance > Fund Balance
- Statement of Changes i ... By Cat and Class
Team content > HSC Finance > Fund Balance
- Statement of Chan ... Campus, Department
Team content > HSC Finance > Fund Balance

Click **Recent** to view Recently Reviewed Reports

Texas Tech

Welcome to Cognos Analytics!



Personal Preferences

IBM Cognos Analytics

Cognos

Home

Search

My content

Team content

Recent

Shannon Myers
shannon.myers@ttuhsc.edu

- My schedules and subscriptions
- My preferences**
- Log my session
- My Inbox
- My Watch Items
- Sign out

Click **My Preferences** then select **Report Format** and all reports rendered in that format

Texas Tech

Welcome to Cognos Analytics!



Folder – contains data and reports



Report – contains information regarding specific system requests

If you have additional questions or issues with Cognos 11, please refer to the [Web Content Display portlet](#) under the Cognos tab in the WebRaider Portal.