

Judith Ullman

What is Business Objects Enterprise?

The Business Objects Enterprise (BOE) system is used to share reports via the web. It is hosted by the Central Office Computing & Information Services (CIS). It is available at no charge to campuses and other appropriate CUNY entities.

What does BOE provide?

BOE allows you to share documents via the web. It was created to share Crystal Reports, and these reports have the most features on the system.

What can you do with a Crystal Report?

Once a report is added to the system, you can:

- Set it to run automatically on any schedule you wish.
- Allow users to run reports themselves, with their own filtering choices.
- Create the output with drill-down.
- Create output as PDF, RTF, CSV, and other output types.
- Send email notifications when a report fails or when it succeeds.
- Store and view past runs of a report, and set limits on how many to keep.
- Allow/restrict varying levels of features and access to users.

What can you do with other documents?

Other documents (Excel, Word, PDF, Text, and so on) can be placed on the system. In most cases they are static – whatever you post is what people will see.

What databases can be used in reports?

- You can write reports that use the Central Information Services (CIS) Administrative Data Warehouse and Admissions relational data tables.
- If you are granted access, you can use the databases from OIRA: IRDB and/or CBIL.
- Databases local to your organization most likely cannot be used due to network restrictions.

What other benefits does BOE provide?

BOE saves development time with advanced prompting.

- Most reports have prompt choices, such as department or program. Without BOE, each developer must create these choices for each report. BOE allows prompts to be created once and shared by all.
- Dynamic prompts allow automatic updating. For example, if a new department is added, **nothing** has to be changed. The reports will automatically pick up the new department and add it to the list of choices.

What about security?

Every feature of BOE and access to each report can be granted or denied to groups of users or individual users.

Who is already using BOE?

- BOE is used by:
- Admissions
- Brooklyn College
- College of Staten Island
- Controller's Office

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- CUNY Alert System
- CUNY Library
- ePermit
- NYC College of Technology
- Office of Academic Affairs
- OIRA

What are the requirements to use this system?

- Each campus appoints one or more system administrators to manage the campus's folders, reports, and security. These admins must attend a short (1-2 hours) training session.

What are the ongoing resource needs to use this system?

Once an admin is trained, there will be a commitment of time for required tasks at first. Typically these are spread out in an unhurried fashion. Remember this admin is the liaison for all the BOE users at the campus.

After the initial setup, there is typically work only now and then when a change is needed in the configuration, such as the need for a new folder, or a change in desired security. However, depending on the campus objective this administrator may need to commit more time to work with various campus officers/users as the user base expands.

How do we get started?

If you are interested in exploring this further, please contact Judith Ullman, judith.ullman@mail.cuny.edu.