## **UNIVERSITY OF ILLINOIS** URBANA-CHAMPAIGN · CHICAGO · SPRINGFIELD

## Report Retrievals Options Job Aid

View Direct	EDDIE	Business Objects	My-UI-Financials
<ul> <li>Standard month-end reports are static</li> <li>Allows quick access to ready-to-print reports</li> <li>Indexed by Org and/or Fund code</li> </ul>	<ul> <li>Pre-formatted reports can be run with certain parameters</li> <li>Data is one day old</li> </ul>	<ul> <li>Reports can be designed with features including calculations, sorting and filtering, and formatting</li> </ul>	<ul> <li>Standard month-end reports available by CFOP</li> <li>Finance and payroll reports in one place</li> <li>Data is one day old</li> </ul>
<ul><li>Advantages</li><li>Viewing response time is minimal</li></ul>	<ul> <li>Advantages</li> <li>Can be printed or exported to Excel</li> <li>More reports available than <i>View Direct</i></li> </ul>	<ul> <li>Advantages</li> <li>Access to all data in the Data Warehouse Environment</li> <li>Can create report to meet your unique needs</li> </ul>	<ul> <li>Advantages</li> <li>Easy interface, intuitive</li> <li>Don't need to know</li> <li>View Direct or EDDIE</li> </ul>
<ul> <li>Disadvantages</li> <li>Must wait until the report is delivered</li> <li>Report cannot be expanded or further refined</li> </ul>	<ul> <li>Disadvantages</li> <li>Response time can be slow</li> </ul>	<ul> <li>Disadvantages</li> <li>Additional security may be needed</li> </ul>	<ul> <li>Disadvantages</li> <li>Limited number of reports available</li> </ul>

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### Glossary

#### Ad Hoc Report

A report written by a user according to their specifications. Users can modify these reports with their own data and formatting.

#### Banner DO (Banner Day Old)

On the Finance side, data retrieved will be as of the close of the previous day.

#### Data Warehouse

A compilation of integrated data from front end applications which allows for report preparation and analysis of data.

#### **Standard Report**

A report with pre-defined and pre-developed data prepared by OBFS University Accounting and Financial Reporting (UAFR) and Administrative Information Technology Services (AITS) Decision Support. Typically, standard reports cannot be modified by users.

#### Metadata

Information about the data stored in the Data Warehouse to assist you in finding the data that you need.

#### **Solution Library Report**

A pre-defined report template prepared by Administrative Information Technology Services (AITS) Decision Support that allows a user to apply further modifications to create a custom report that suits their unit's data needs.

#### Web Intelligence

The application used to write the Business Objects reports.