

Making the Most of Cognos

Unlocking the Power of Flexible Reporting



 SoftSummit™ 2009

Cognos Reporting Tools

- **Report Studio**
 - Rigorous, complex reports
 - Design and develop methodology
- **Query Studio**
 - Prototype and iterative method
 - 80% of Report Studio functionality
 - Cannot mix lists and charts
 - No database query definition
- **Analysis Studio**
 - Data mining
 - Troubleshooting
 - Based on Crosstab (pivot table)



Administrative Tools

- Folder Administration
 - Define folder structure, access
- Report Administration
 - Schedule, secure, delivery mode, medium
- Performance Monitoring
- Security Administration
 - All object types (FNM bundle = single id)
- Package Administration
 - Data Model
 - Cognos object
- Dashboard Administration
 - Panel design and administration



Data Models

- Classic Reporting
 - Based on normalized report-log
 - Requires detailed FLEX knowledge to leverage
 - Limited added value over standard reports
- Custom Reporting (Data Warehouse)
 - Star schema structure
 - 3 dimensions
 - Time
 - Organization + User
 - Feature + Product
 - Most tables pre-joined
 - Many data element redefinitions (particularly in time dimension)
 - Month number / name, day number / day of week name, quarter
 - Navigating organization structure requires special techniques



Standard Reports + Templates

- FNM Version 12
 - Feature Usage (Report and Gauges)
 - Geographic Feature Usage (Template requiring metadata)
 - Organization Peak Usage (Chart, Drill through))
 - Organization Chart
 - Usage Summary by Organization (Chart and List)
- FNM Version 14
 - Product Peak Usage Trend (Chart)
 - Daily Peak Usage (Chart)
 - Peak versus Occurrence (Chart)
 - Peak Product Feature Usage (Chart)
 - Feature Chargeback (Report and Chart) 3 metrics and tariffs
 - Product Chargeback (Report and Chart) 3 metrics and tariffs



Whistle-Stop Tour of Query Studio

- Build Reports containing examples of
 - Drag and Drop column definition
 - Sorting and Grouping
 - Aggregating
 - Conditional Formatting
 - Sectioning
 - Filtering
 - Prompting for date / other content selection
 - Calculating
 - Custom Grouping
 - Crosstab (pivot style)
 - Charts



Other Cognos Features

- Scheduling Reports
- Emailing Report Output
- Dashboards
- Drill Through
- Running reports in alternative formats
 - Excel
 - PDF
 - HTML
 - XML



Tips and Techniques

- Avoid Report Anarchy (Free for All) /
- Single security id
 - Define comprehensive naming standard
 - Structure folders carefully
- Limit Numbers of Reports
 - X report types times Y date ranges times Z Products
 - Equals VERY LARGE NUMBER
 - Build multi-purpose reports
 - Prompt for:
 - Date range
 - Vendor selection
 - Feature selection
 - Organization grouping

