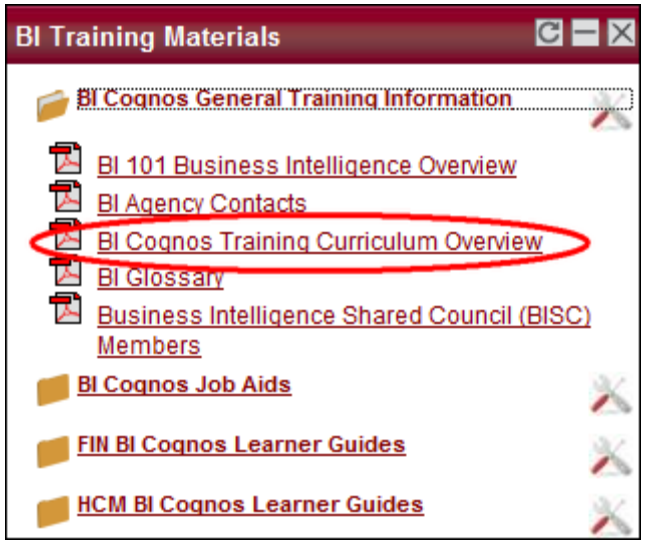
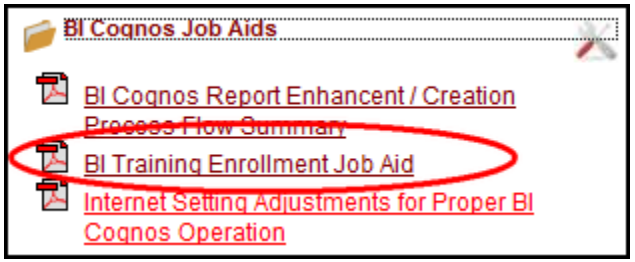
Ohio
Business Intelligence

Below please find the BI Cognos training schedule for November 2015. If you would like learn how to use the BI reporting tool for **Finance** (General Ledger, T&E, Accounts Payable/Purchasing, Accounts Receivable, or Asset Management) or for **HCM** (Workforce Profile or Compensation), or maybe you want a refresher, please enroll via ELM on myOhio.gov. If you know someone who you think could benefit from this training, please show them this post and encourage them to enroll in a BI training class!

If you have questions about which course is right for you, please refer to the BI training curriculum guide in the BI Cognos General Training Information folder of the BI Training Materials section.



There is a job aid for using ELM to enroll in the BI training courses in the BI Cognos Job Aids folder, and you can also review each course's Learner Guide in the appropriate FIN or HCM folder of the BI Training Materials section.



The available course schedule is on the following page:

Course Code	Course Name	Date of Training	Start Time	End Time	Building	Room
DAS-BI-141	Standard Reports (General Ledger)	11/3/2015	9:00 AM	11:30 AM	State Library of Ohio	Training Room
DAS-BI-211	Query Studio (General Ledger)	11/3/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-144	Standard Reports (AP/PO/Spend)	11/5/2015	9:00 AM	11:30 AM	State Library of Ohio	Training Room
DAS-BI-214	Query Studio (AP/PO/Spend)	11/5/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-143	Standard Reports (Workforce Profile)	11/10/2015	9:00 AM	11:30 AM	State Library of Ohio	Training Room
DAS-BI-213	Query Studio (Workforce Profile)	11/10/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-145	Standard Reports (Compensation)	11/12/2015	9:00 AM	11:30 AM	State Library of Ohio	Training Room
DAS-BI-215	Query Studio (Compensation)	11/12/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-146	Standard Reports (Accounts Receivable)	11/13/2015	9:00 AM	11:30 AM	State Library of Ohio	Training Room
DAS-BI-216	Query Studio (Accounts Receivable)	11/13/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-147	Standard Reports (Asset Management)	11/17/2015	9:00 AM	11:30 AM	State Library of Ohio	Training Room
DAS-BI-217	Query Studio (Asset Management)	11/17/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-221	Report Studio Basics (General Ledger)	11/18/2015	8:30 AM	12:30 PM	State Library of Ohio	Training Room
DAS-BI-224	Report Studio Basics (AP/PO/Spend)	11/19/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-161	Standard Reports (Agency ePerformance Admin)	11/20/2015	8:30 AM	11:00 AM	State Library of Ohio	Training Room
DAS-BI-223	Report Studio Basics (Workforce Profile)	11/20/2015	12:30 PM	4:30 PM	State Library of Ohio	Training Room
DAS-BI-225	Report Studio Basics (Compensation)	11/24/2015	8:30 AM	12:30 PM	State Library of Ohio	Training Room

If you have any questions about the training, please reach out to your Agency BI Contact or e-mail the BI team at business.intelligence@das.ohio.gov. Hope to see you in the classroom.