

Below please find the schedule for BI Cognos training in [May 2013](#). If you would like learn how to use the BI reporting tool for Finance (GL, T&E, AP/PO, AR, or AM) 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.



Course Code	Course Name	Date of Training	Day	Start Time	End Time	Building	Room
DAS-BI-141	BI Standard Reports (General Ledger)	5/2/2013	Thu	9:00 AM	11:30 AM	State Library	Training Room
DAS-BI-211	BI Cognos Query Studio (General Ledger)	5/2/2013	Thu	12:30 PM	4:30 PM	State Library	Training Room
DAS-BI-142	BI Standard Reports (Travel & Expense)	5/3/2013	Fri	9:00 AM	11:30 AM	State Library	Training Room
DAS-BI-212	BI Cognos Query Studio (Travel&Expense)	5/3/2013	Fri	12:30 PM	4:30 PM	State Library	Training Room
DAS-BI-147	BI Standard Reports (Asset Mgmt)	5/6/2013	Mon	9:00 AM	11:30 AM	Rhodes Tower	40th Floor Computer Lab
DAS-BI-217	BI Cognos Query Studio (Asset Mgmt)	5/6/2013	Mon	12:30 PM	4:30 PM	Rhodes Tower	40th Floor Computer Lab
DAS-BI-301	Advanced Report Studio (Finance)	5/9/2013	Thu	9:00 AM	12:00 PM	DAS General Services Division	Birch Room
DAS-BI-143	BI Standard Reports (Workforce Profile)	5/10/2013	Fri	9:00 AM	11:30 AM	State Library	Training Room
DAS-BI-213	BI Cognos Query Studio (Workforce Profile)	5/10/2013	Fri	12:30 PM	4:30 PM	State Library	Training Room
DAS-BI-144	BI Standard Reports (AP/PO)	5/15/2013	Wed	8:30 AM	11:00 AM	DAS General Services Division	Birch Room
DAS-BI-214	BI Cognos Query Studio (AP/PO)	5/15/2013	Wed	12:30 PM	4:30 PM	DAS General Services Division	Birch Room
DAS-BI-145	BI Standard Reports (Compensation)	5/16/2013	Thu	9:00 AM	11:30 AM	DAS General Services Division	Birch Room
DAS-BI-215	BI Cognos Query Studio (Compensation)	5/16/2013	Thu	12:30 PM	4:30 PM	DAS General Services Division	Birch Room
DAS-BI-146	BI Standard Reports (Accts Receivable)	5/17/2013	Fri	9:00 AM	11:30 AM	State Library	Training Room
DAS-BI-216	BI Cognos Query Studio(Accts Receivable)	5/17/2013	Fri	12:30 PM	4:30 PM	State Library	Training Room
DAS-BI-221	BI Cognos Report Studio (General Ledger)	5/20/2013	Mon	12:30 PM	4:30 PM	Rhodes Tower	40th Floor Computer Lab
DAS-BI-224	BI Cognos Report Studio (AP/PO)	5/21/2013	Tue	12:30 PM	4:30 PM	Rhodes Tower	40th Floor Computer Lab
DAS-BI-302	Advanced Report Studio (Finance) Part 2	5/23/2013	Thu	8:30 AM	11:30 AM	State Library	Training Room
DAS-BI-226	BI Cognos Report Studio(Accts Receivable)	5/23/2013	Thu	12:30 PM	4:30 PM	State Library	Training Room
DAS-BI-227	BI Cognos Report Studio (Asset Mgmt)	5/24/2013	Fri	8:30 AM	12:30 PM	DAS General Services Division	Birch Room
DAS-BI-223	BI Cognos Report Studio(Workforce Profile)	5/29/2013	Wed	8:30 AM	12:30 PM	Rhodes Tower	40th Floor Computer Lab
DAS-BI-225	BI Cognos Report Studio (Compensation)	5/30/2013	Thu	12:30 PM	4:30 PM	State Library	Training Room

