

Cognos 8 BI Administration (version 8.3)

Cognos 8 BI Administration (version 8.3) is a three-day, instructor-led course that is designed to teach new administrators the fundamental responsibilities of administering servers and content in Cognos 8 BI. Through a combination of lectures and hands-on exercises, students will set up a Cognos 8 BI system, implement security, and manage the server components. Students will also schedule tasks, manage and deploy content, set up package based drill-through access, and set up Cognos Office Connection and Map Manager.

Topics Covered

- Introduction to Cognos 8 BI administration
- Examine the Cognos 8 BI architecture
- Secure the Cognos 8 BI environment
- Administer the Cognos 8 BI server environment
- Manage run activities
- Manage content in Cognos Administration
- Manage content in Cognos Connection
- Additional configuration and customization of the environment
- End-to-end workshop

Intended Audience

- Administrators (system, directory, and content administrators)

Prerequisites

- Basic knowledge of Cognos 8 BI and Cognos Connection, available through:
 - Cognos 8 BI Query Studio: Building Ad Hoc Reports (version 8.3) CBT (recommended) or
 - Cognos 8 BI Report Studio: Introduction (version 8.3) CBT (recommended)
- Knowledge of Web application server architectures
- Security systems administration
- Experience using basic Windows functionality
- Experience using a Web browser
- Knowledge of your business requirements

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1: Introduction to Cognos 8 BI Administration

- Cognos 8 BI position in the performance management system
- Role of the Administrator in relation to the Cognos 8 BI administration workflow process
- Cognos 8 BI user interface components

2: Identify Cognos 8 BI Architecture

- Features of the Cognos 8 BI architecture
- The three architectural tiers
- Cognos 8 BI servlets and services
- The default servlet container and alternatives to its use
- An example of Cognos 8 BI request processing
- Installation options
- Load balancing mechanisms
- Configuration options
- Cognos Application Firewall

3: Secure the Cognos 8 BI Environment

- Identify the Cognos 8 BI security model
- Define authentication in Cognos 8 BI
- Define authorization in Cognos 8 BI
- Identify security policies
- Secure the Cognos 8 BI environment

4: Administer the Cognos 8 BI Server Environment

- Describe the tasks required to administer the Cognos 8 BI server environment
- Perform administrative tasks using Cognos Administration
- Manage dispatchers and services
- Examine the log message facility
- Discuss server performance tuning
- Identify issues while troubleshooting the server environment
- Identify the Cognos 8 BI backup strategy

5: Manage Run Activities

- Manage current, upcoming, and past activities
- Manage schedules

6: Manage Content in Cognos Administration

- Add a data source
- Distribute data and create a distribution list
- Plan a deployment
- Create deployment folders
- Export and import entries
- Maintain the Cognos 8 content store

7: Manage Content in Cognos Connection

- Discuss Cognos 8 roles and groups
- Examine Cognos Connection personal preferences
- Schedule and manage reports
- Organize content
- Set alerts and watch rules
- Design a portal page
- Set permissions

8: Additional Configuration and Customization

- Configure Cognos Go! Office
- Configure Map Manager
- Manage user profiles
- Create a custom template option
- Add objects to the toolbox tab
- Set up drill-through definitions

9: End-to-End Workshop

- Review concepts covered throughout the course