National Marine Fisheries Service

Oracle Bi Discoverer

User Guide to Connecting
And
Retrieving Output Results

Northeast Regional Office (NER)

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Document History

Version History	Date	Author	Changes	Approved by NER:
1.0	02/13/12	CD	Initial Version	
2.0	2/15/12	CD	Per SME RB	
3.0	2/21/12	CD	Deleted Terms and Condition Selection Sections.	

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1 Introduction

This document describes how to log into the Oracle Bi Discoverer program and retrieve updated RTL output data related to Sector Quality Assurance (QA) at the Fisheries Data Services (FDS) Division of the Northeast Regional Office (NERO) of NOAA Fisheries.

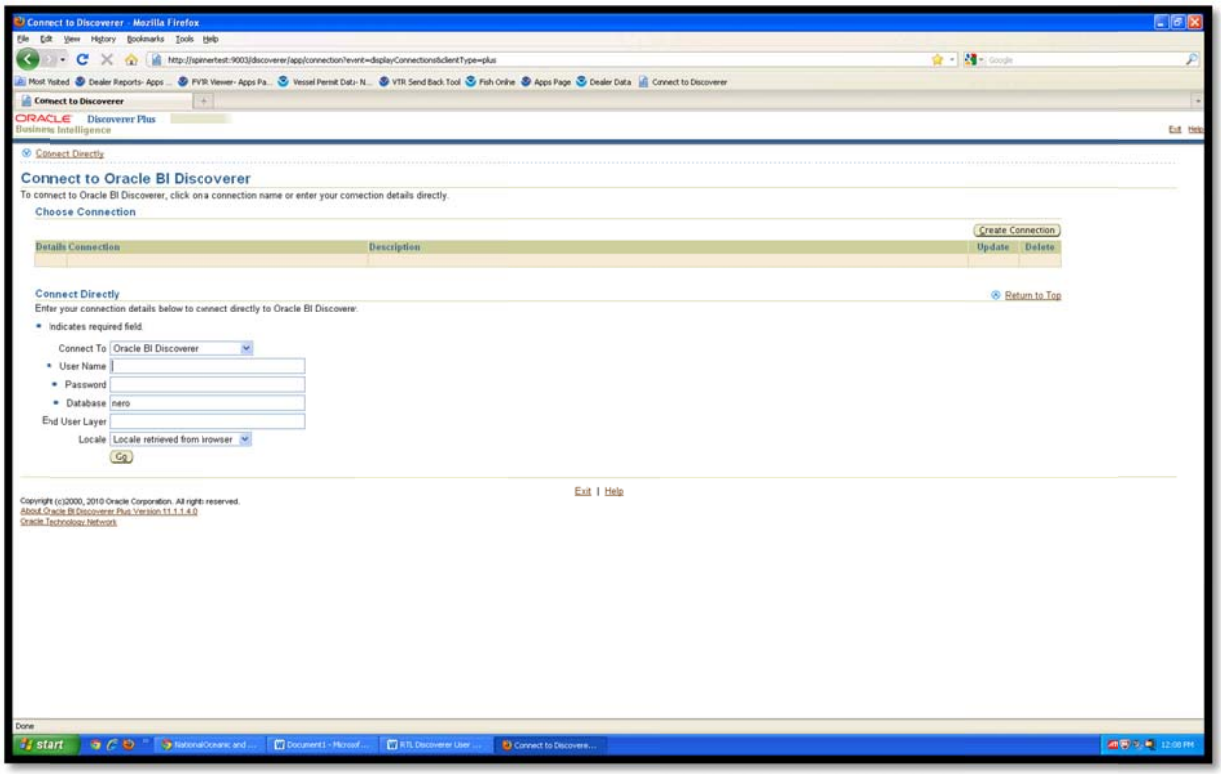
For a quick-reference and description of each output table generated by RTL, see the *"Guide to RTL Invalid Data and Orphan Output (v.4.6)".*

2 Starting the Log In Process

Note: Before logging in, be sure to disable the pop up blocker in your web browser. In addition, if you receive a system warning stating that you do not have the most current JAVA uploaded, contact the Help Desk before continuing.

The basic process to logging into Discoverer is as follows:

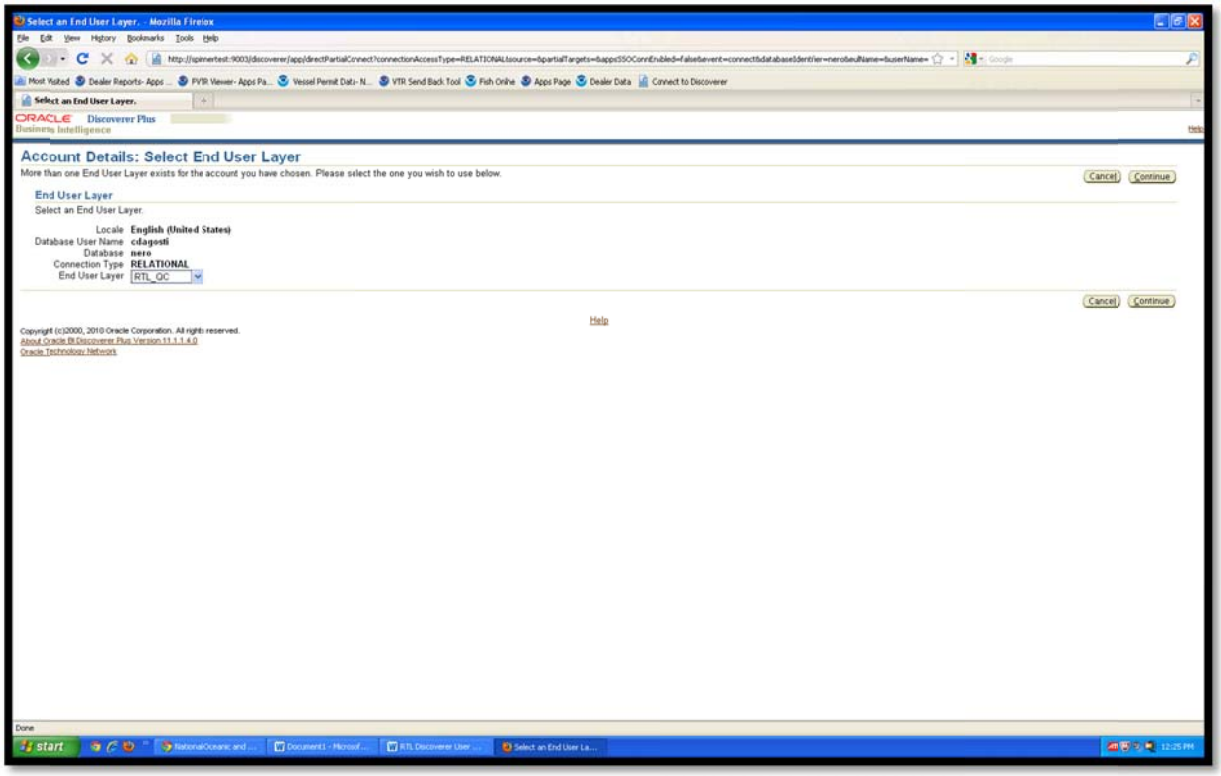
1. Access the Discoverer log in page at any of the following links:
   http://spinnertest:9003/discoverer/plus
   http://155.206.47.33:9003/discoverer/plus
   http://spinnertest:8090/discoverer/plus



2. Input the following requested information and when complete click *"Go".*

Connection Details	User Enter
Connect To	Oracle Bi Discoverer
User Name	Designated Oracle username
Password	Designated Oracle password
Database	NERO
End User Layer	None
Locale	Locale retrieved from browser

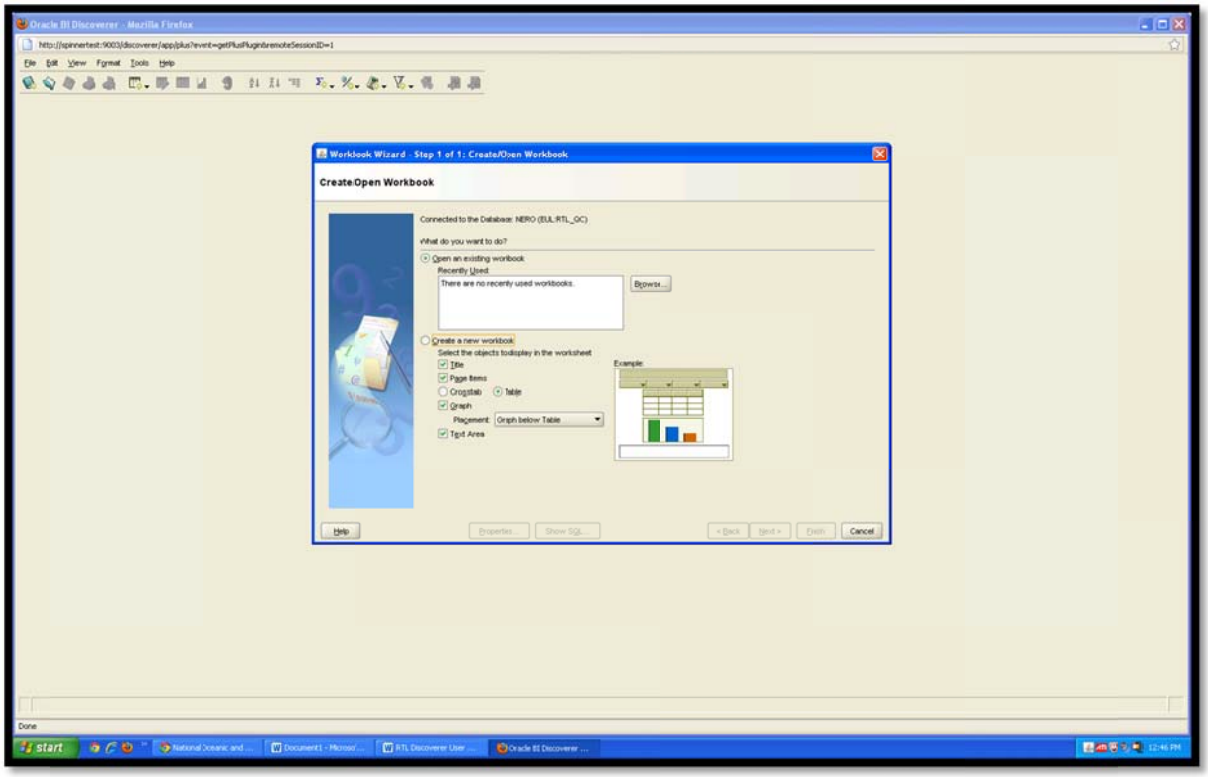
3. The next page, *"Account Details",* will prompt you to select an *"End User Layer".* In the drop down box, select *"RTL_QC"* and click "*Continue".*
   At this time, Discoverer will open a new browser window. Do not close your log in page or your results will be lost.



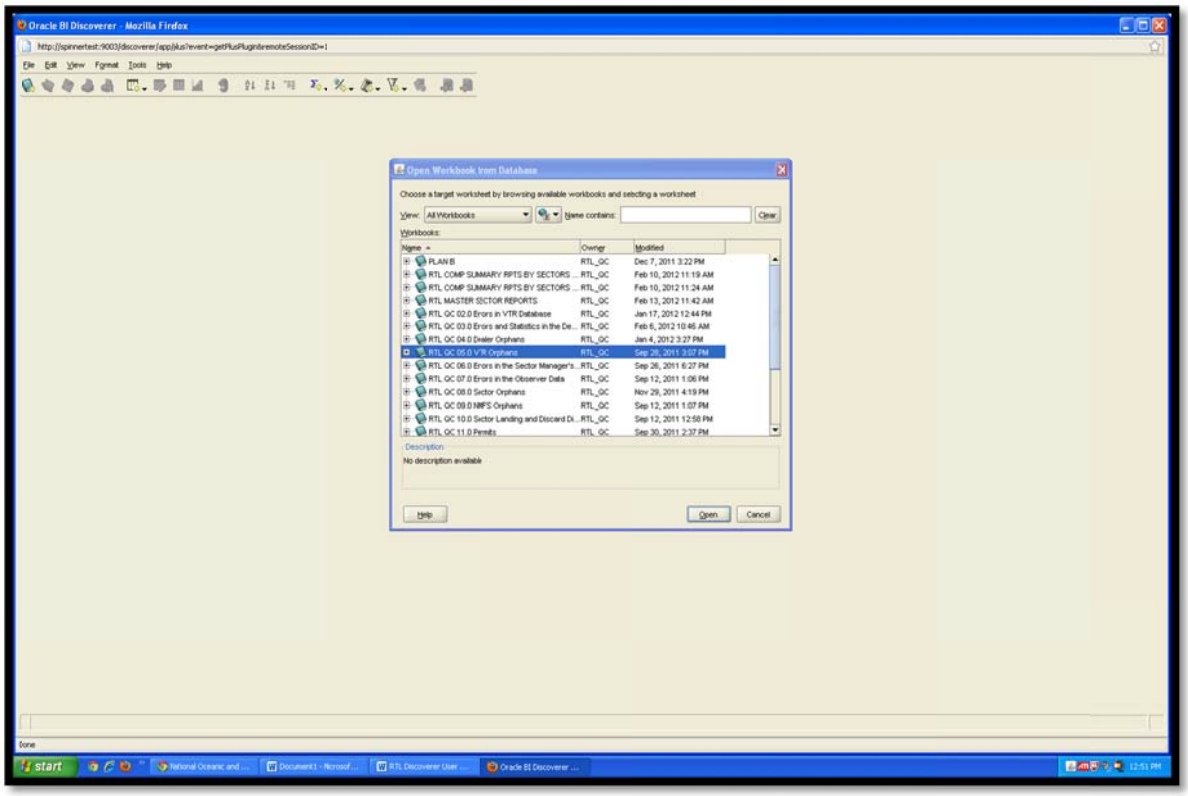
3 Learning the User Interface

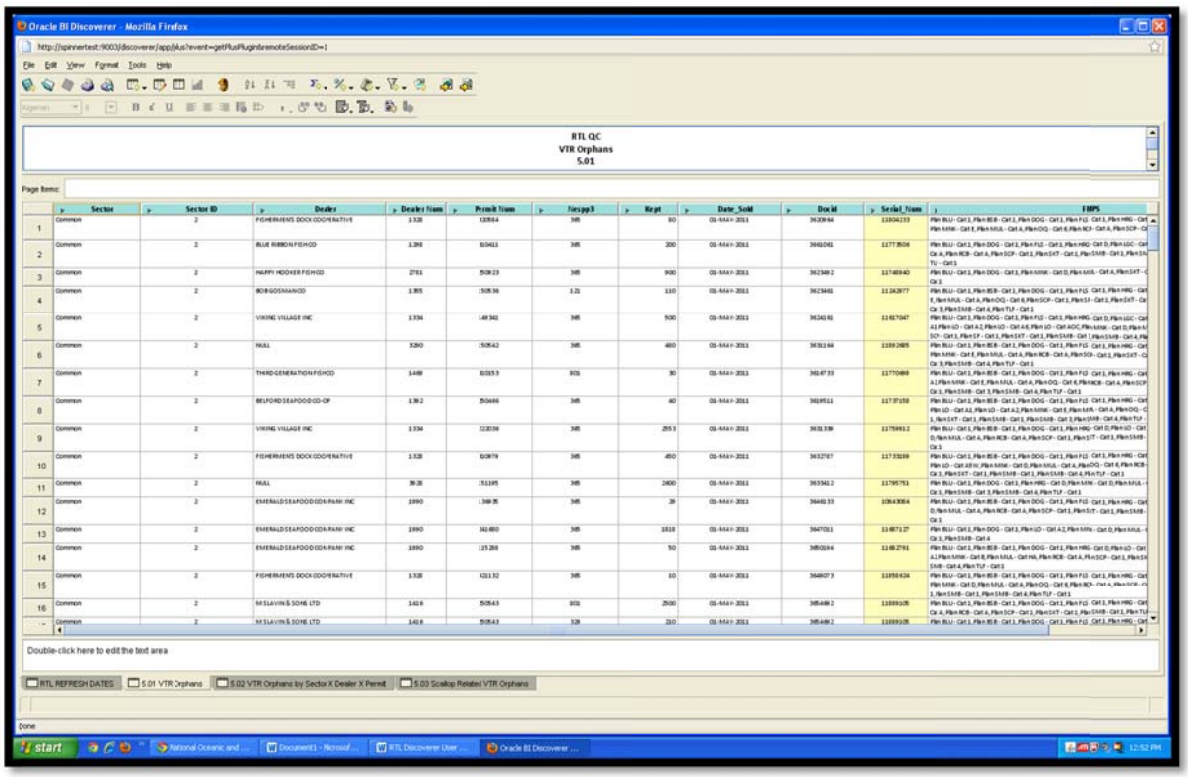
Once logged in, Discoverer will prompt the user to select a “workbook”, or table, to query for investigation.

1. Select “Open an existing workbook” and click *“Browse”.*



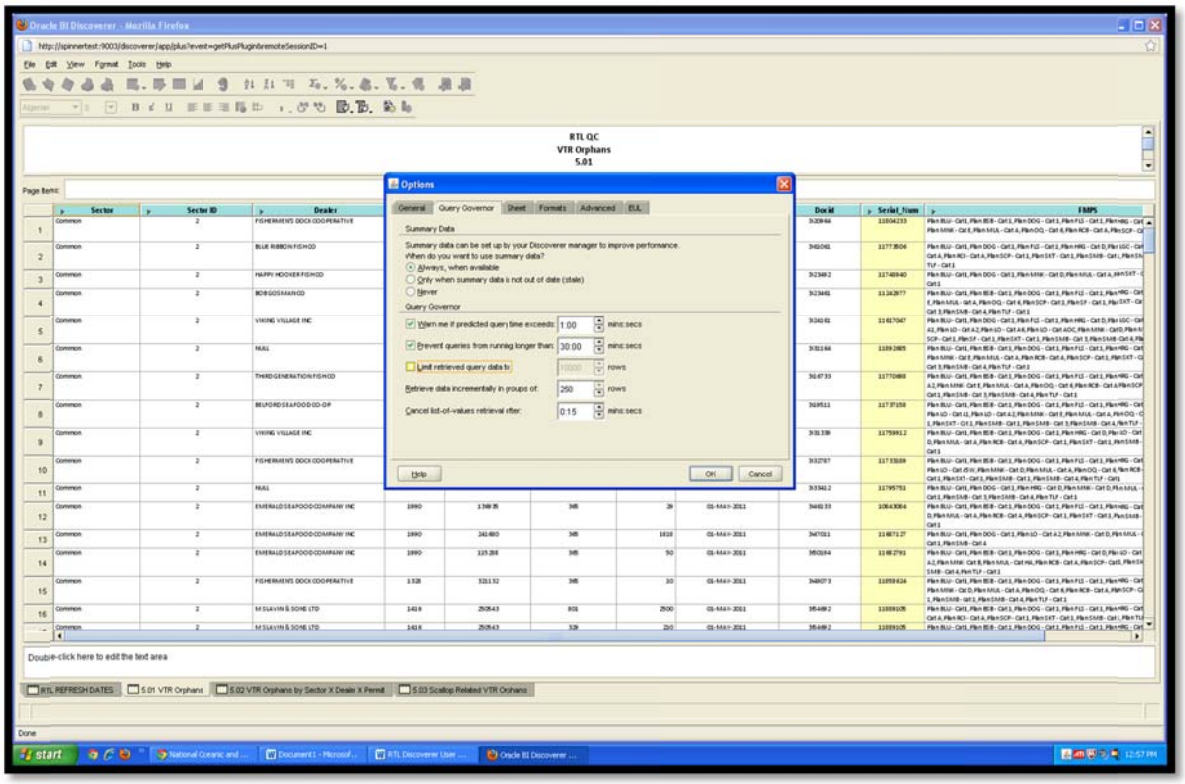
2. From the list of results, select the table for investigation and click *"Open".*





2. Once your workbook has been selected and opened, go to Tools > Options > Query Governor and unselect *"Limit retrieved query data".*

Note: This step will only need to be conducted once. Discoverer will save this information for future investigations. By unselecting this option, we allow the system to show us a complete listing of results.

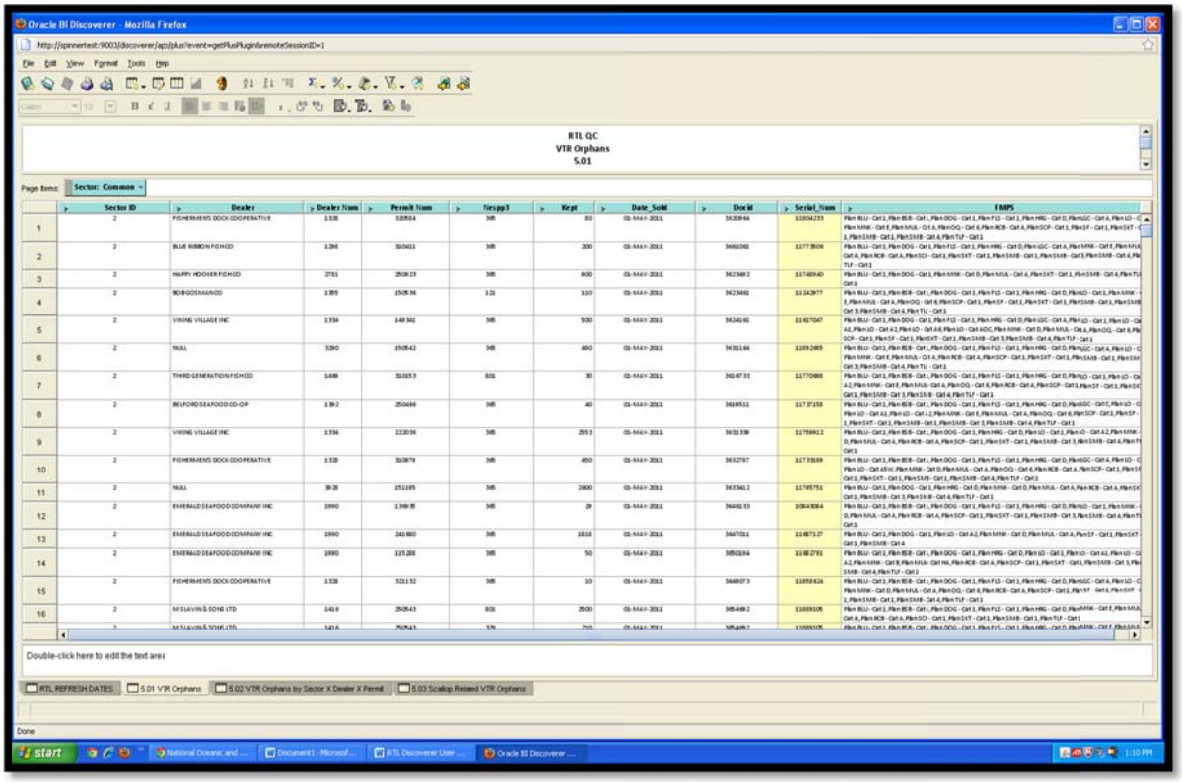


4 Filtering Results

4.1 The "Drag and Drop" Method

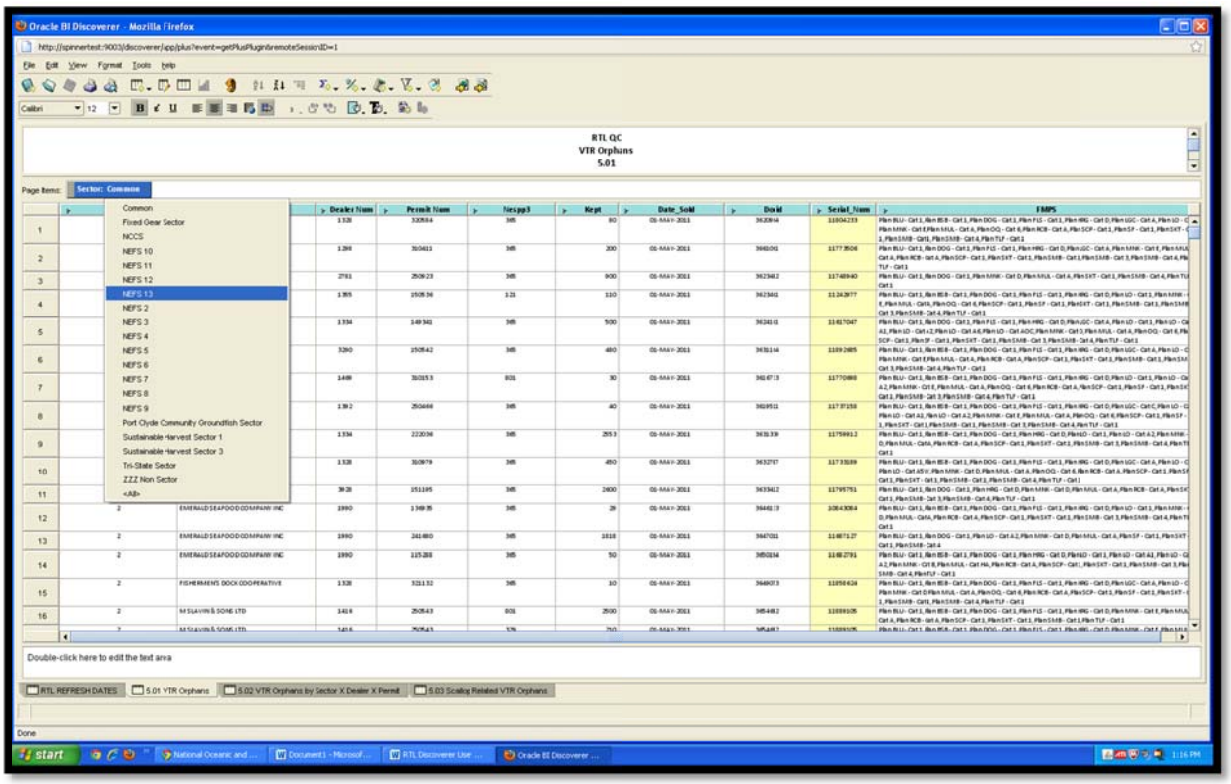
Headers for each category, highlighted in blue, can be "dragged and dropped" in order to narrow your results.

1. Click on the header of choice and drag it to the *"Page Items"* field. Once you drop it, your results will automatically filter by the designated header. You may "drag and drop" multiple headers if desired.

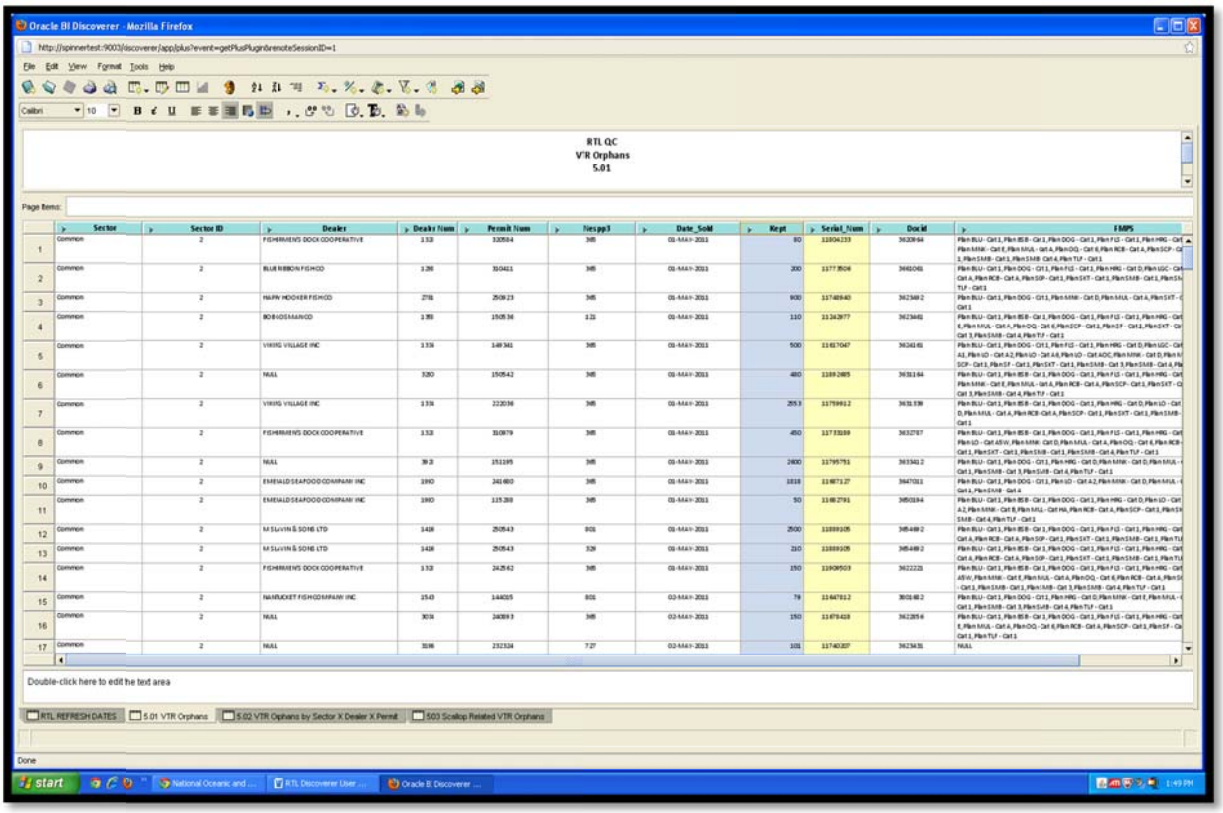


After dragging and dropping your headers, you can modify your filtering options by utilizing the headers in the *"Page Items"* field. Simply click on the down arrow on each header to select other options.

Note: If you are using the online version of Discoverer, you also have the option of selecting "All" at the bottom of the drop down list.

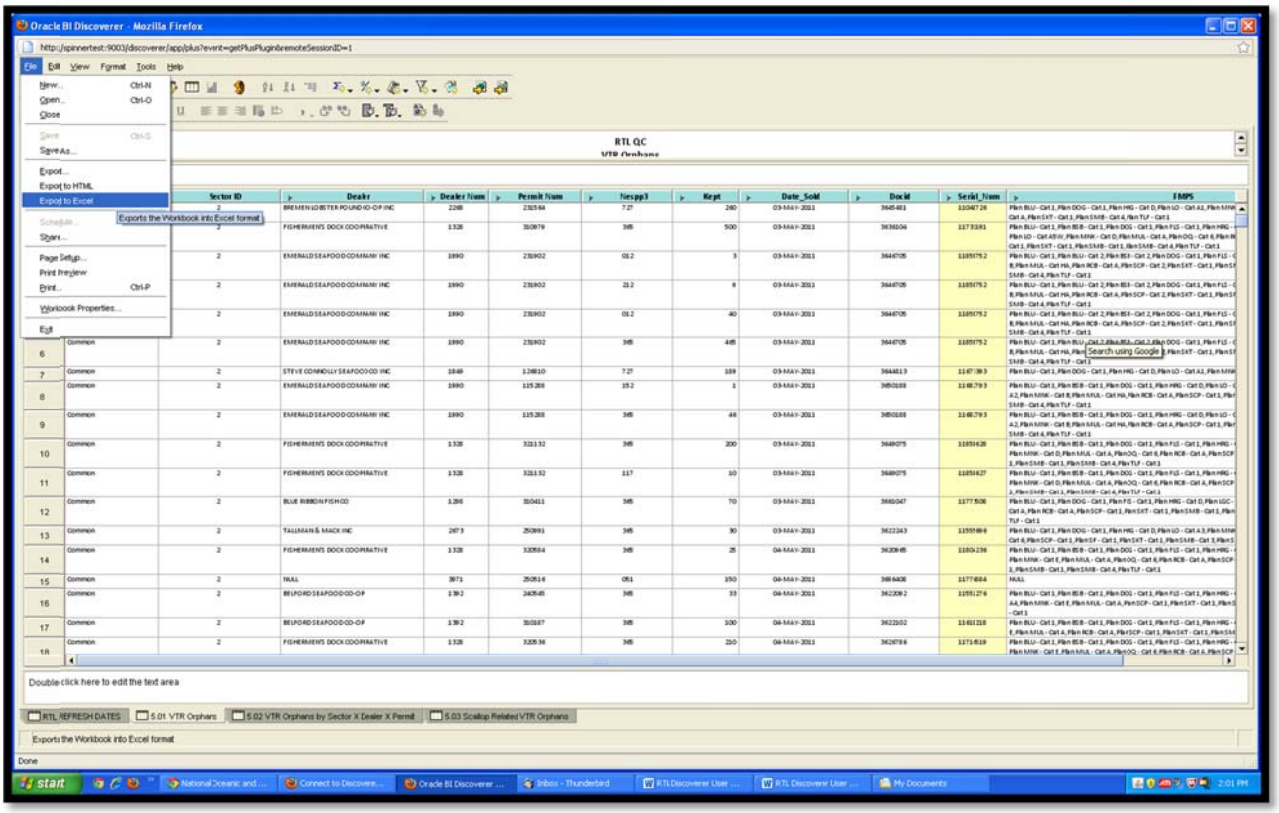


Workbooks can be reorganized to your liking by selecting columns and dragging to re-position. Click on the header to highlight column and “drag and drop” to the new position.



2. To save your workbook, select File > Save As and save under “My Workbooks” in the drop down box labeled “View”.

5 Exporting Workbooks

After filtering is complete, you can export your workbook.

1. Select File > Export > Export to Excel