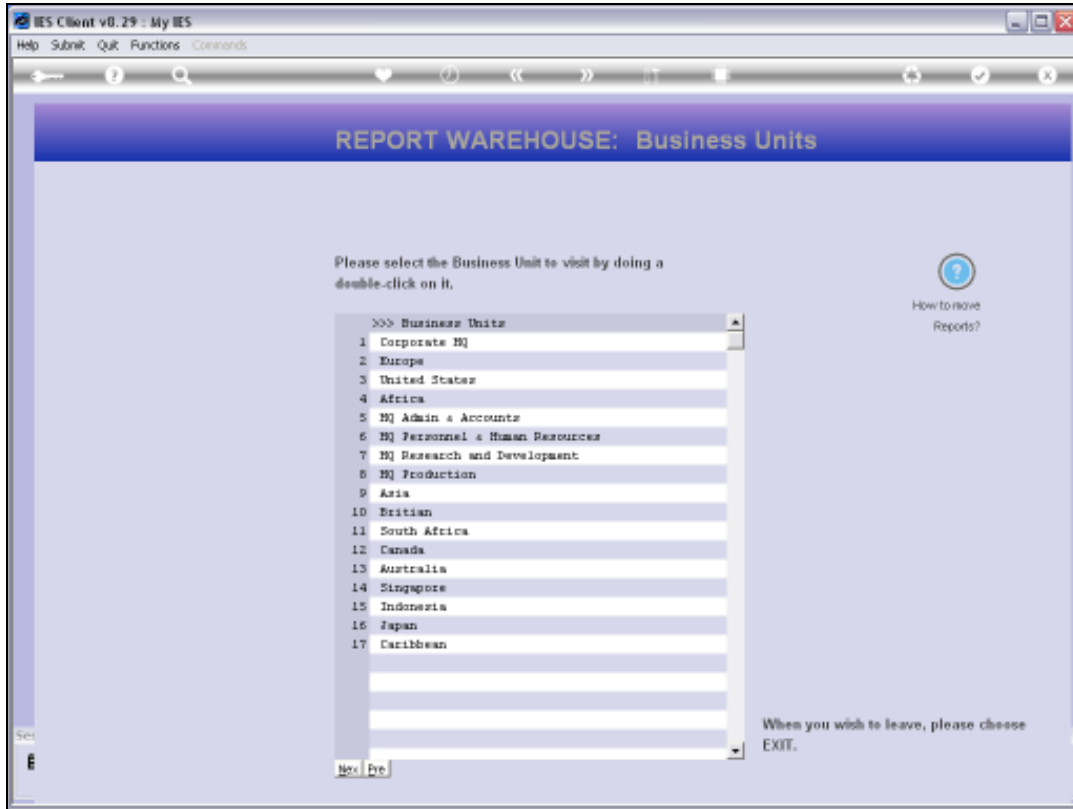
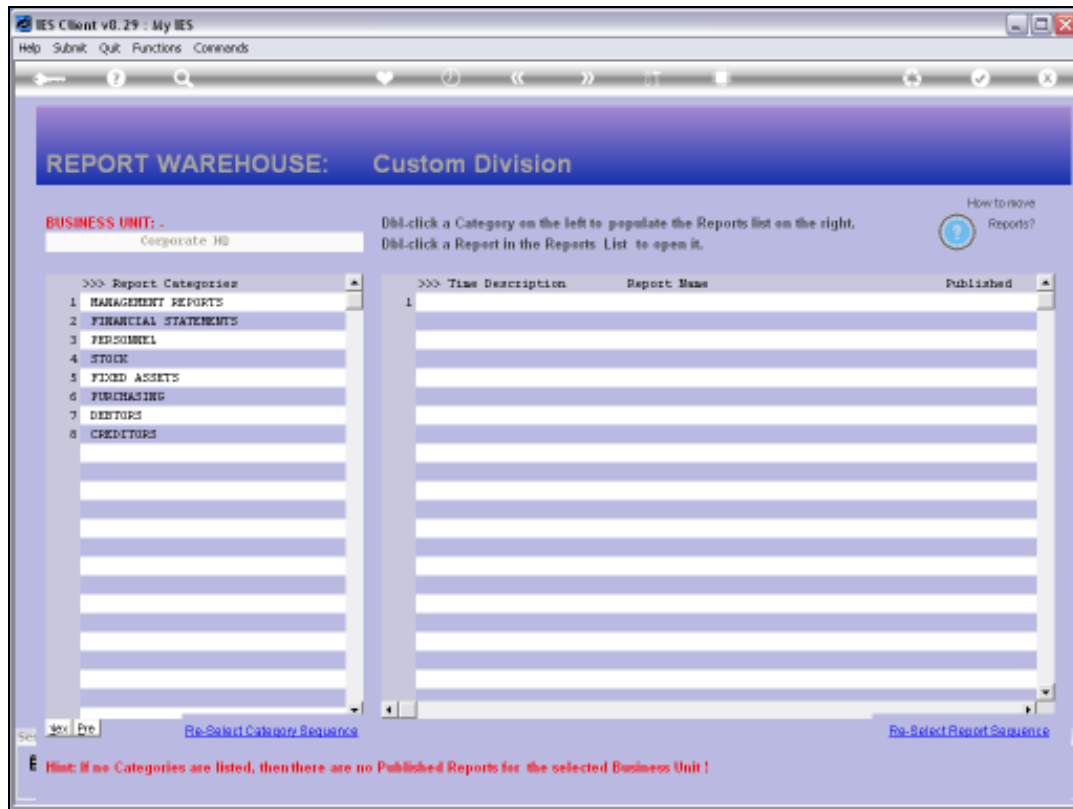


Slide 1

Slide notes: As part of Report Warehouse Management, we will now look at how we manage the Report Categories.

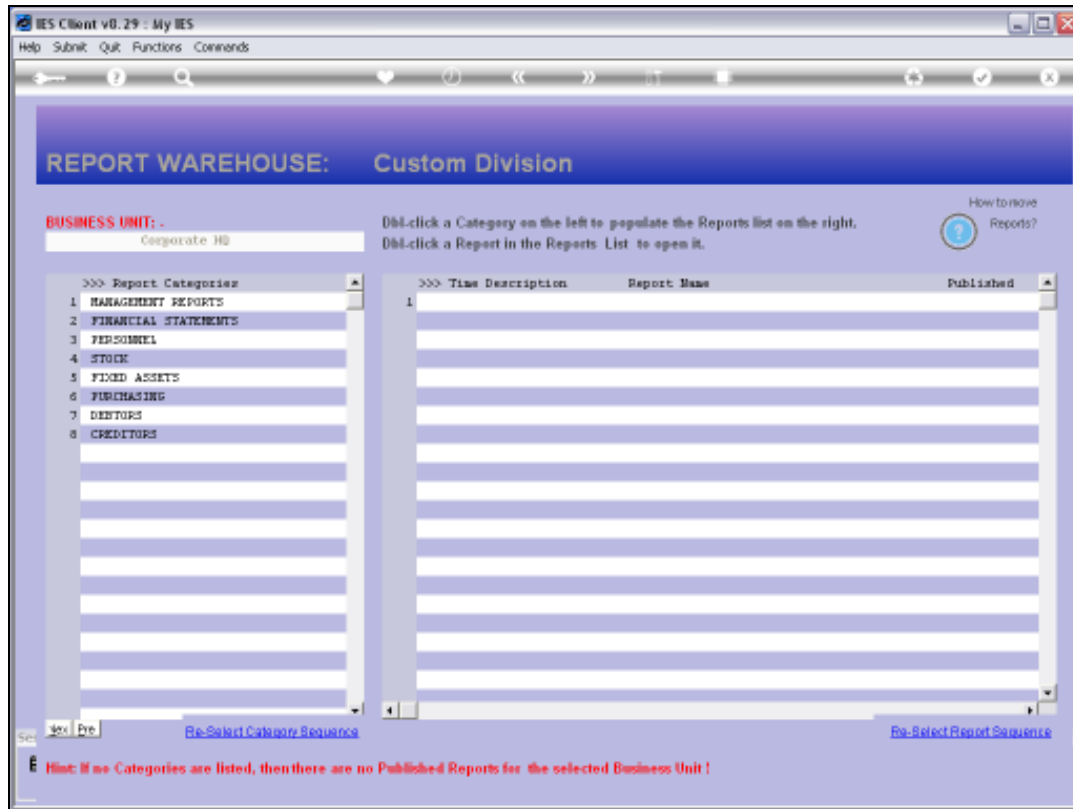


Slide 2
Slide notes:



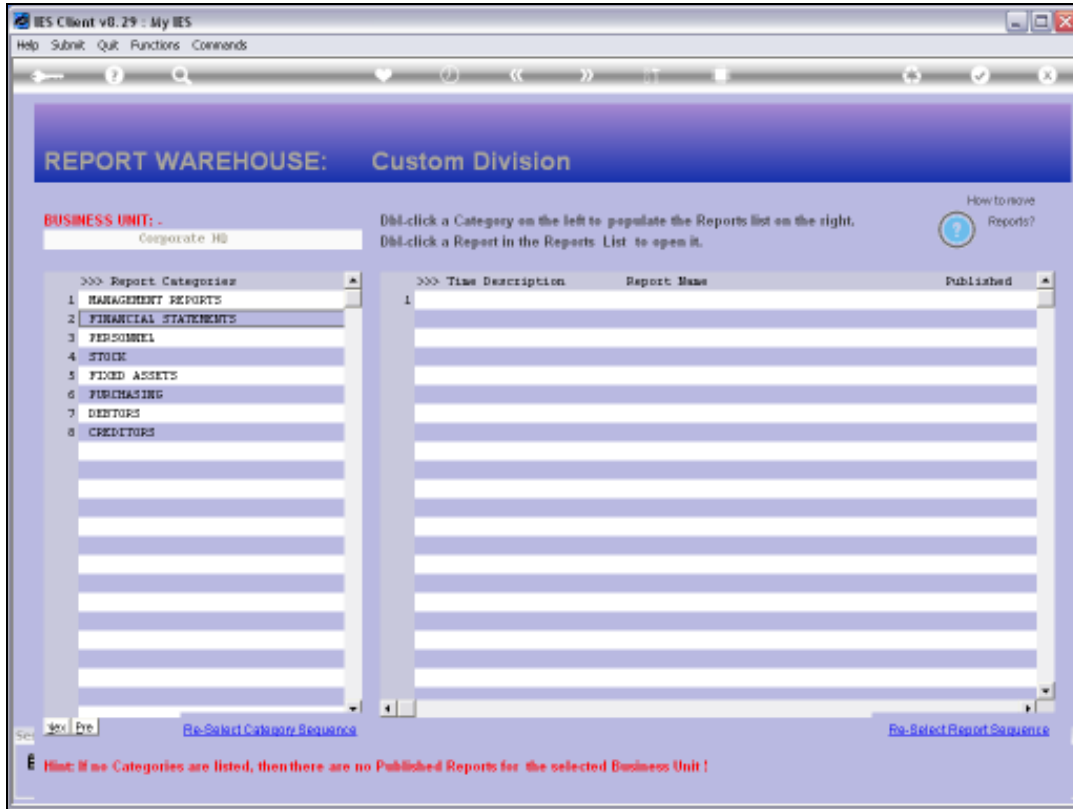
Slide 3

Slide notes: When a User selects a Business Unit for Report browsing, then the available Categories appear, as shown here on the left. Where do these Categories come from? They appear automatically when the 1st Report is published in any Business Unit with such a new Category. So a Category never has to be specifically created, nor does it specifically have to be deleted, because a Category will disappear completely when the Last Report that uses it is removed.

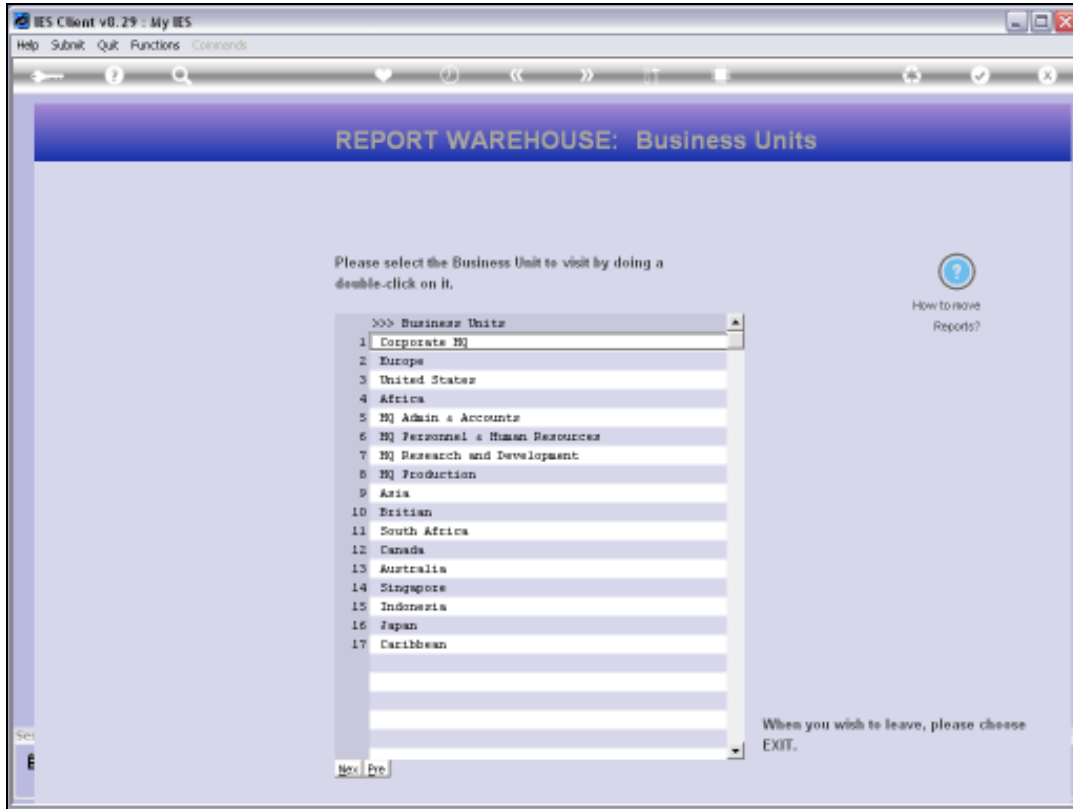


Slide 4

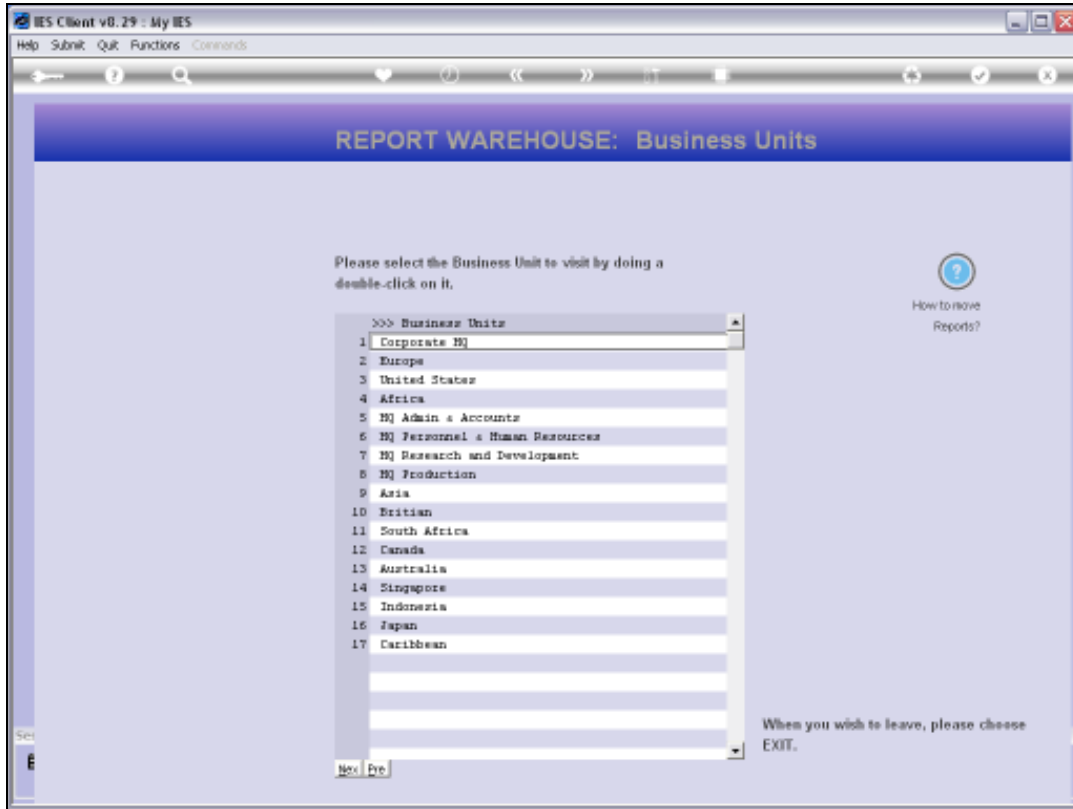
Slide notes: But what if we would like to change the Category Description for all currently Published Reports? There could be thousands of Reports using the Category! Well, there is an easy way, as we will see now. Note the category called 'Financial Statements' here.



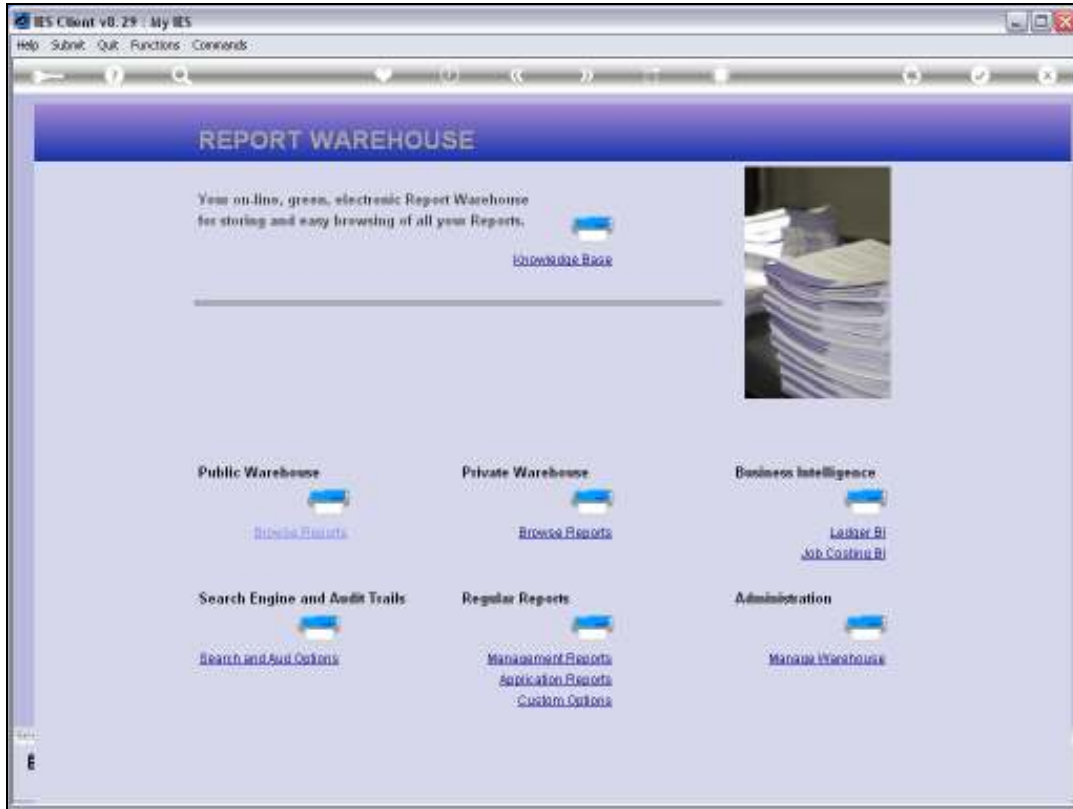
Slide 5
Slide notes:



Slide 6
Slide notes:



Slide 7
Slide notes:

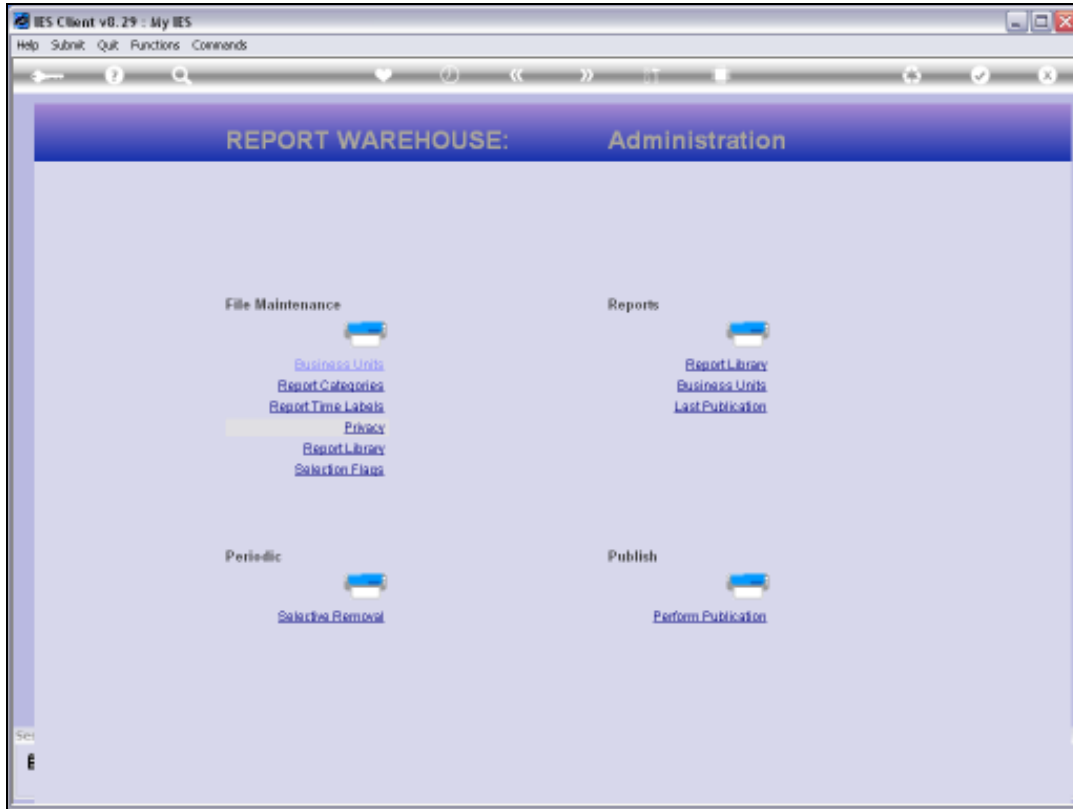


Slide 8
Slide notes:



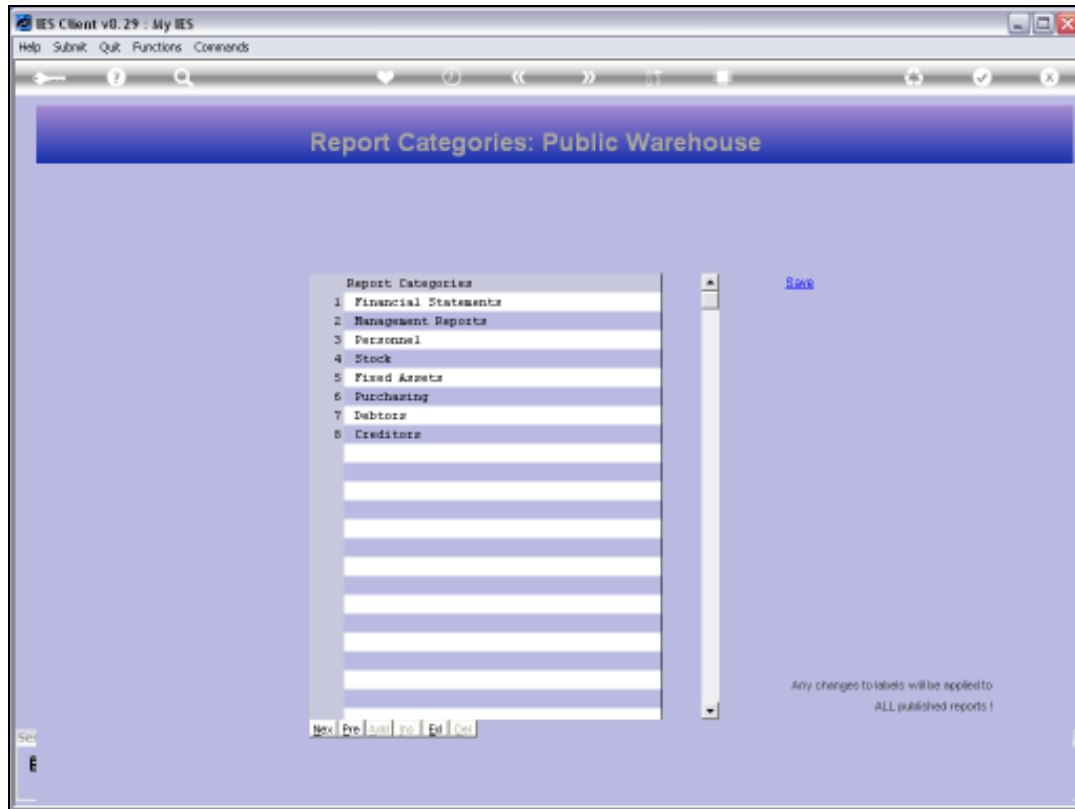
Slide 9

Slide notes: We go to the Warehouse Management functions.



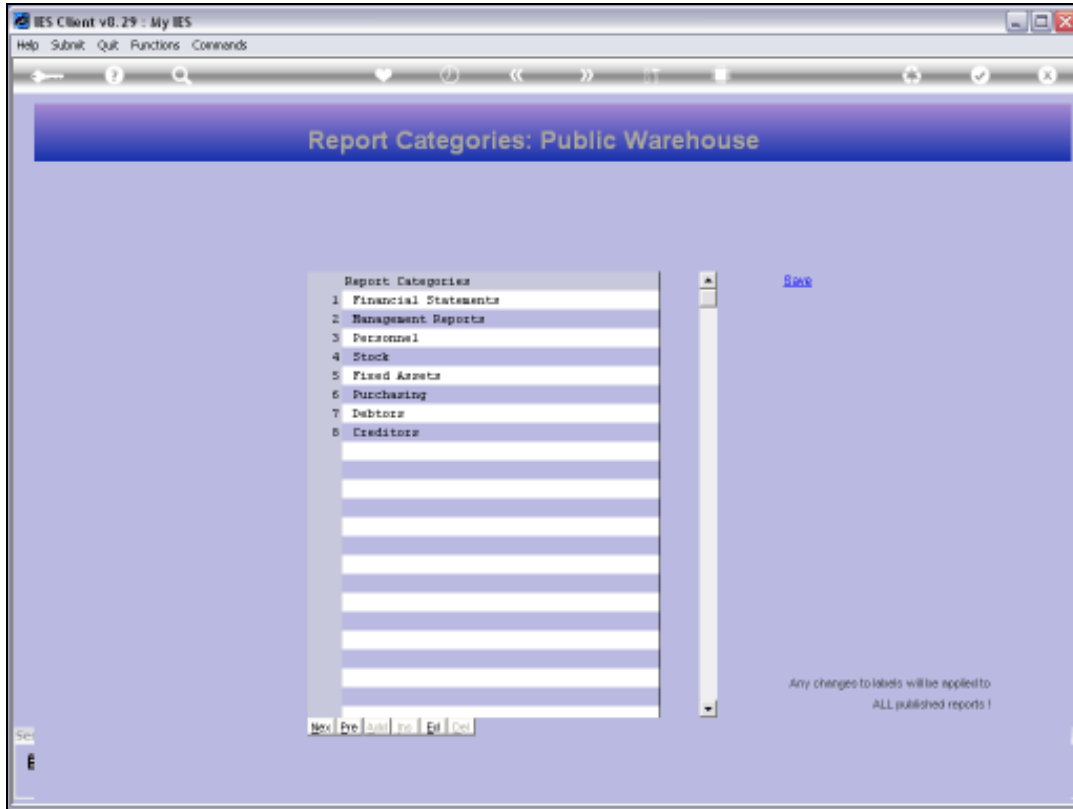
Slide 10

Slide notes: And we select Report Categories.



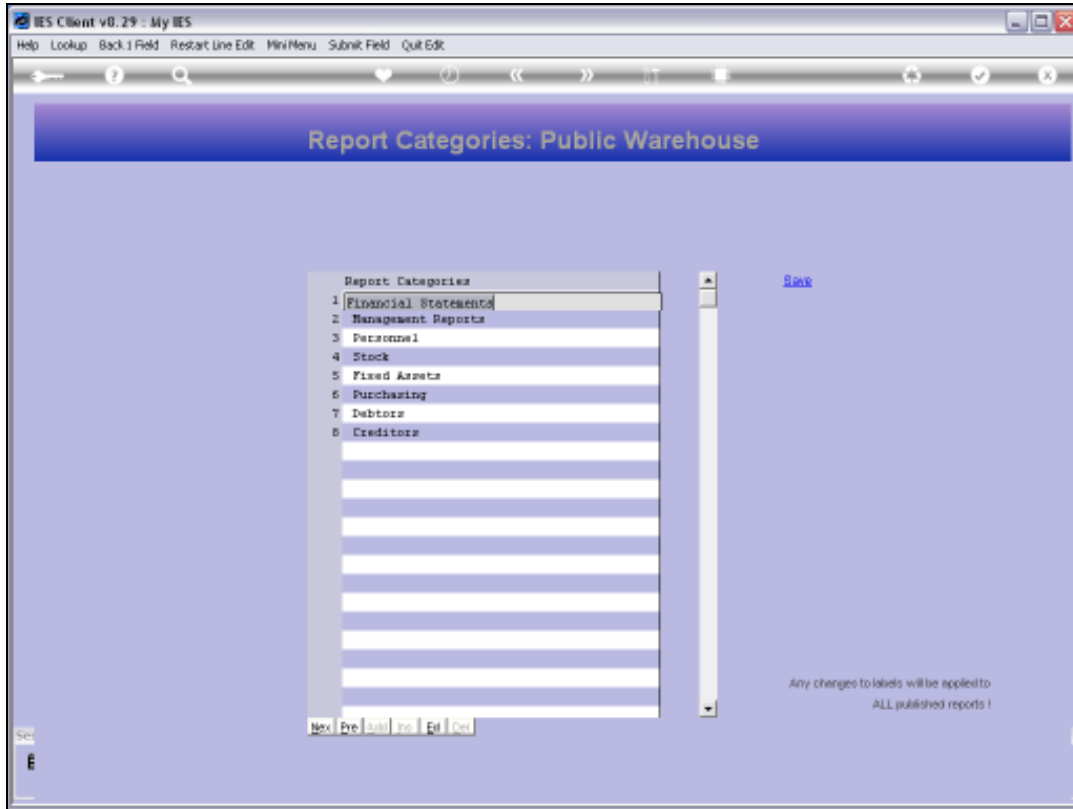
Slide 11

Slide notes: All Reports Categories currently in use in this Report Warehouse will be listed. As we can see at the bottom of the grid, the 'add', 'insert' and 'delete' functions are not available, but the 'edit' function can be used. Therefore, we can change any of the current labels.



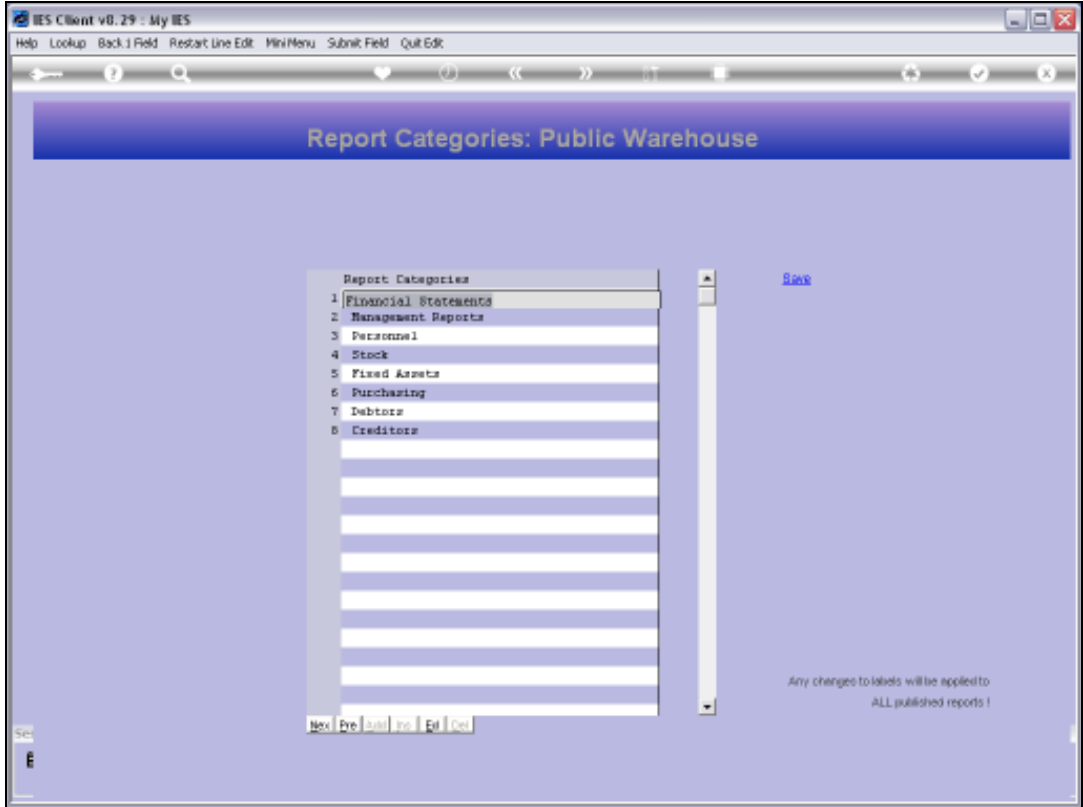
Slide 12

Slide notes:

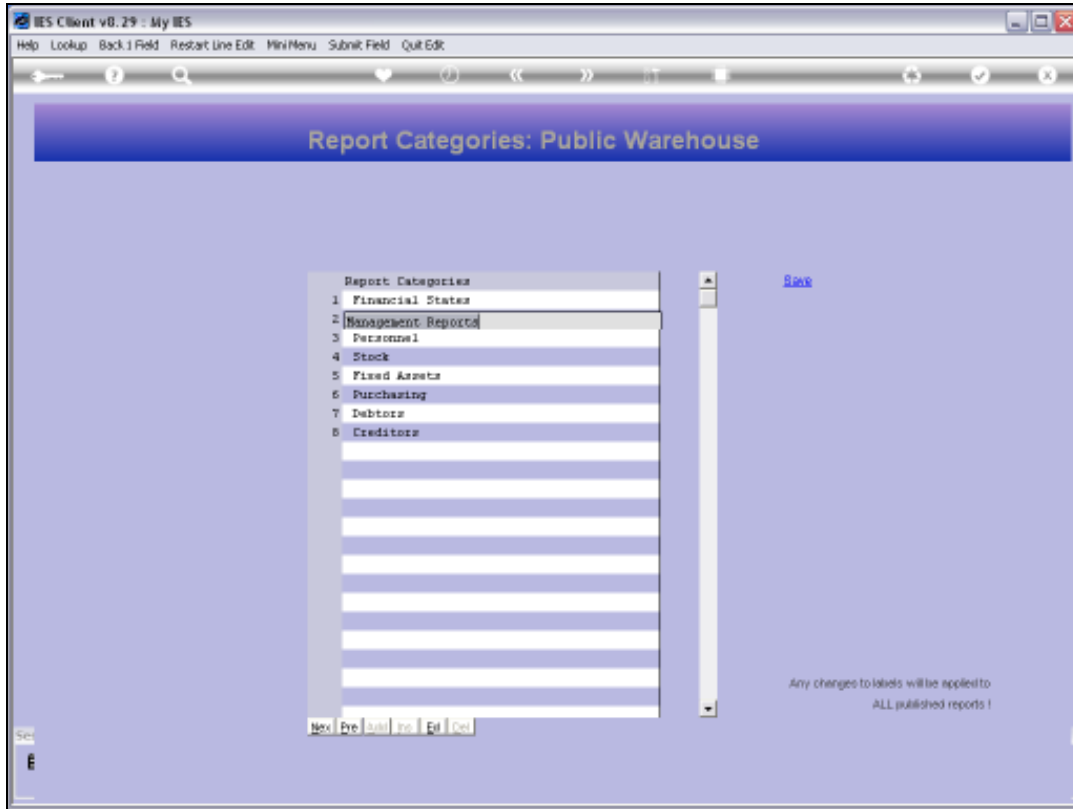


Slide 13

Slide notes: So let's change this one and then check the result.

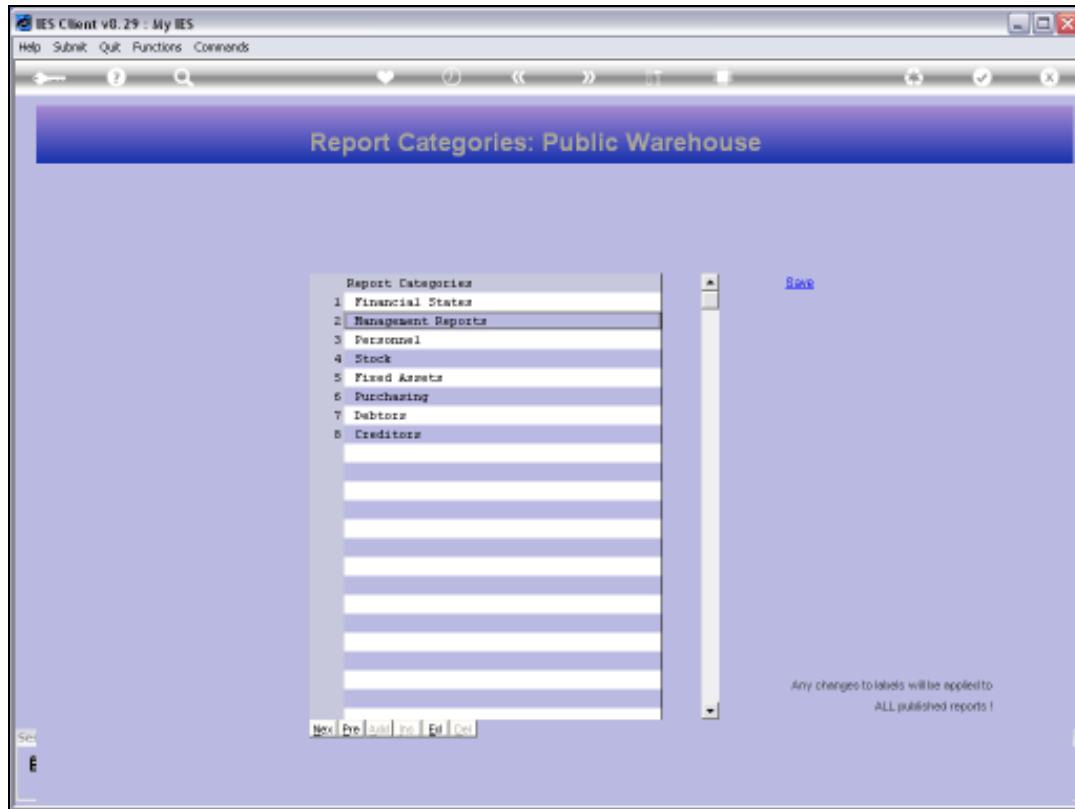


Slide 14
Slide notes:



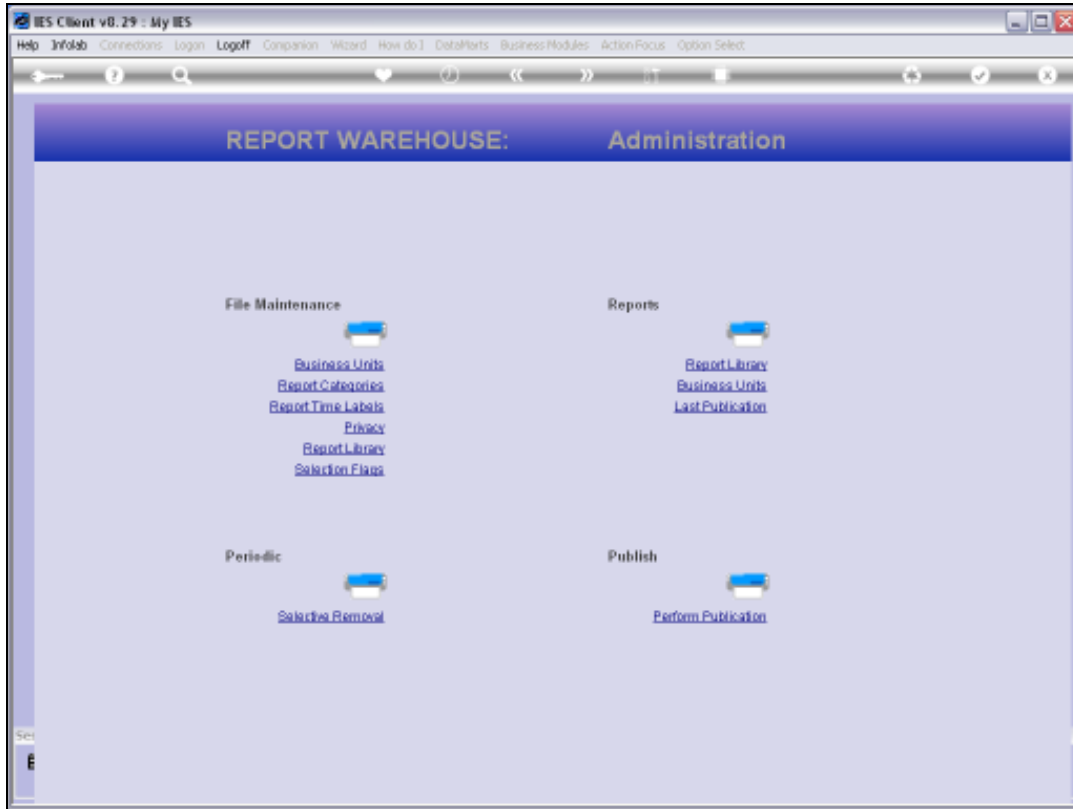
Slide 15

Slide notes:



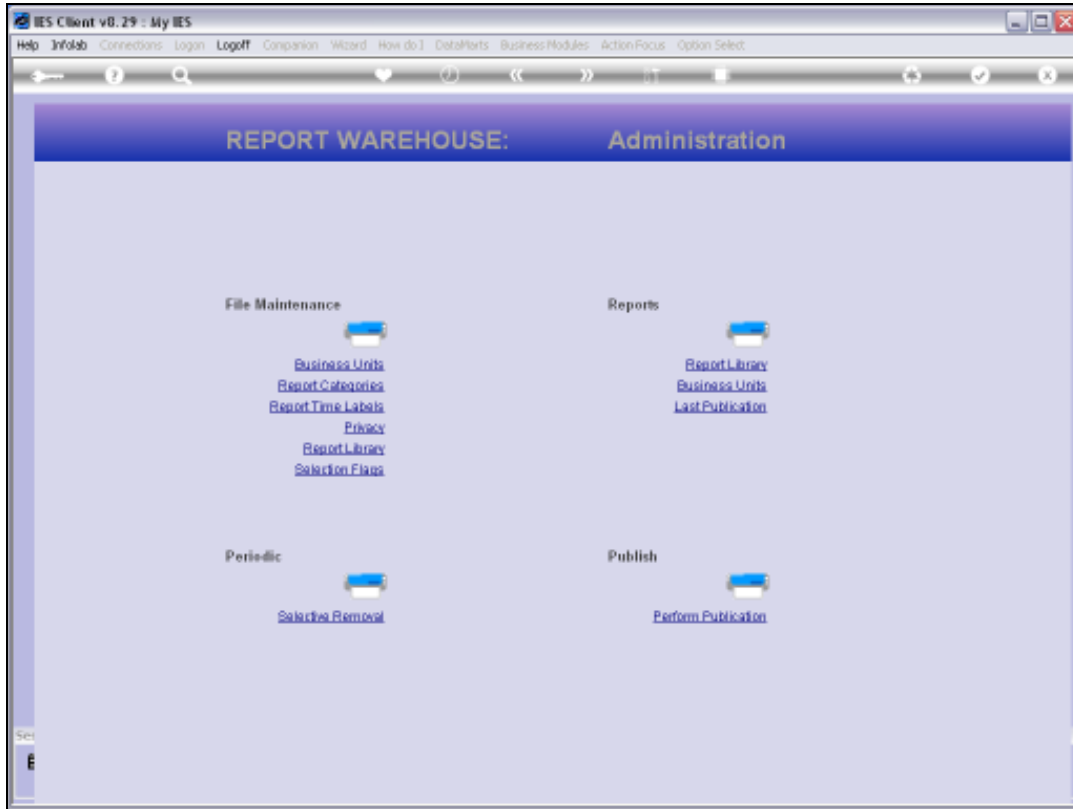
Slide 16

Slide notes: In fact, all occurrences of 'Financial Statements' for Categories anywhere in the Report Warehouse will now automatically change to 'Financial States'. Let us have a look.



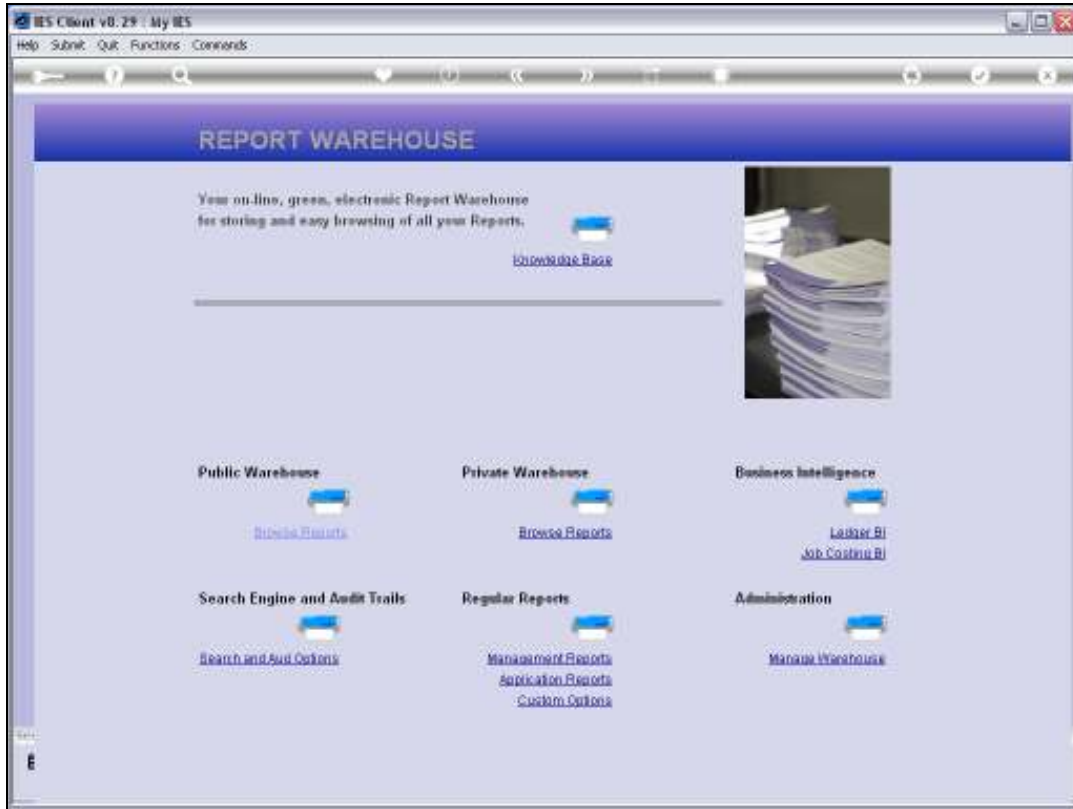
Slide 17

Slide notes:

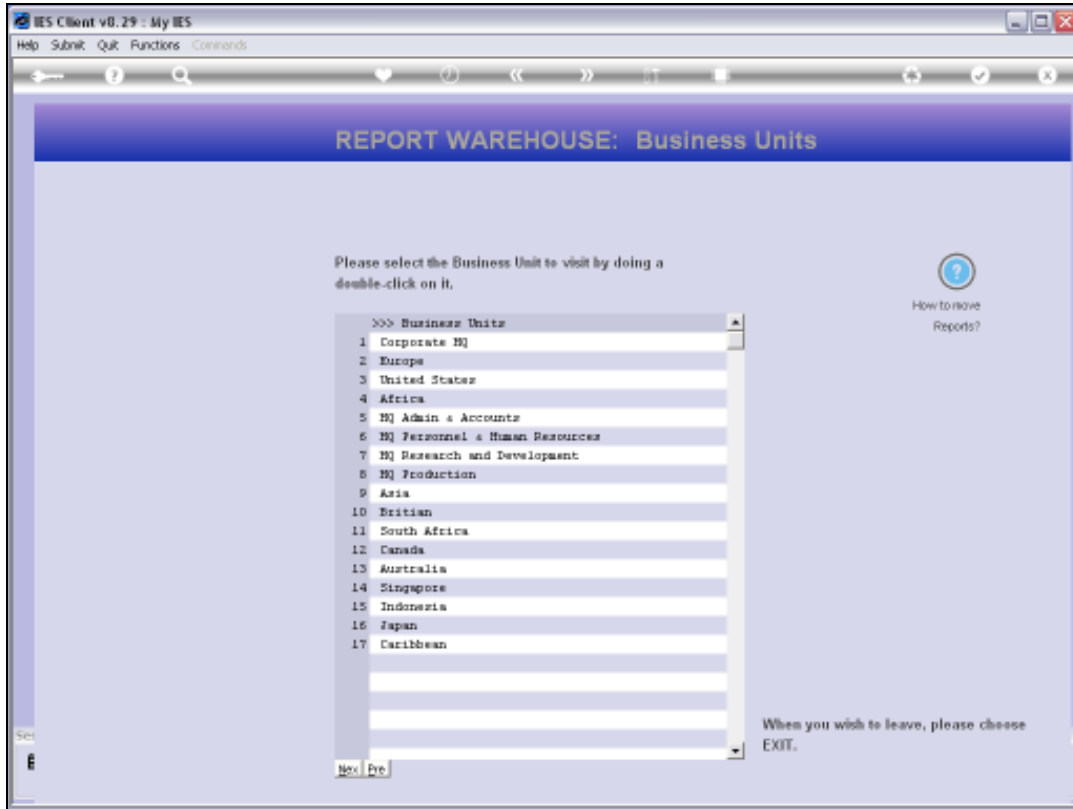


Slide 18

Slide notes:



Slide 19
Slide notes:

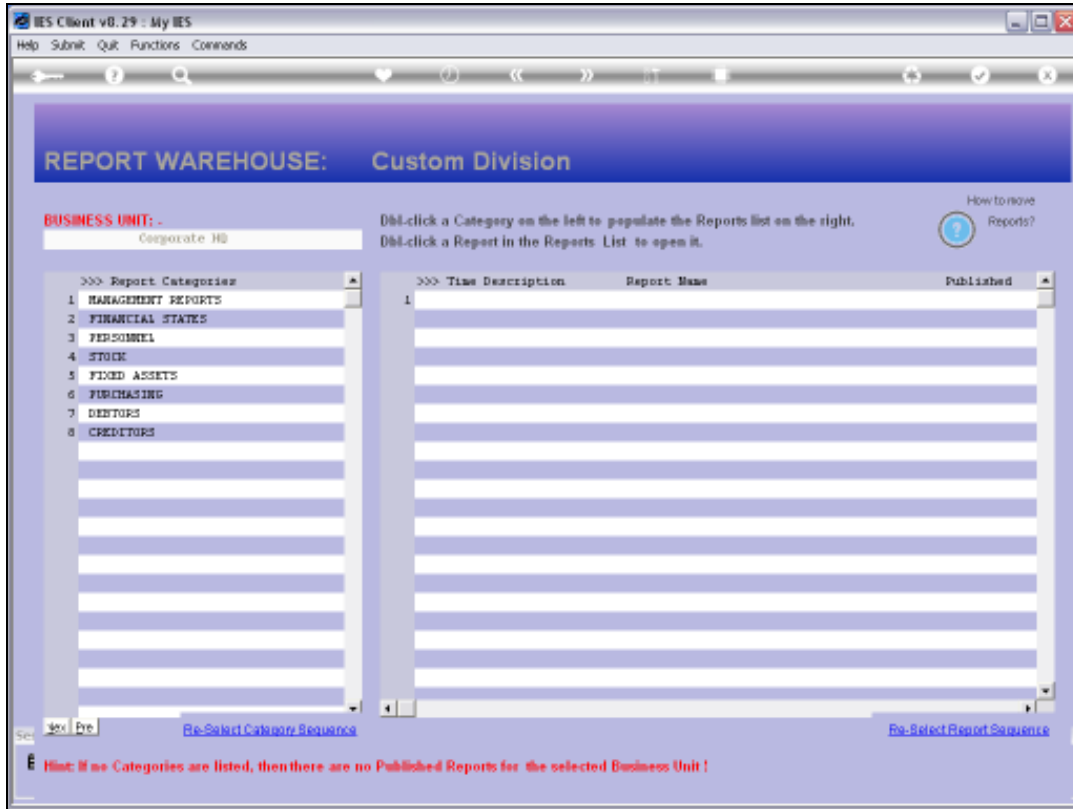


Slide 20

Slide notes:

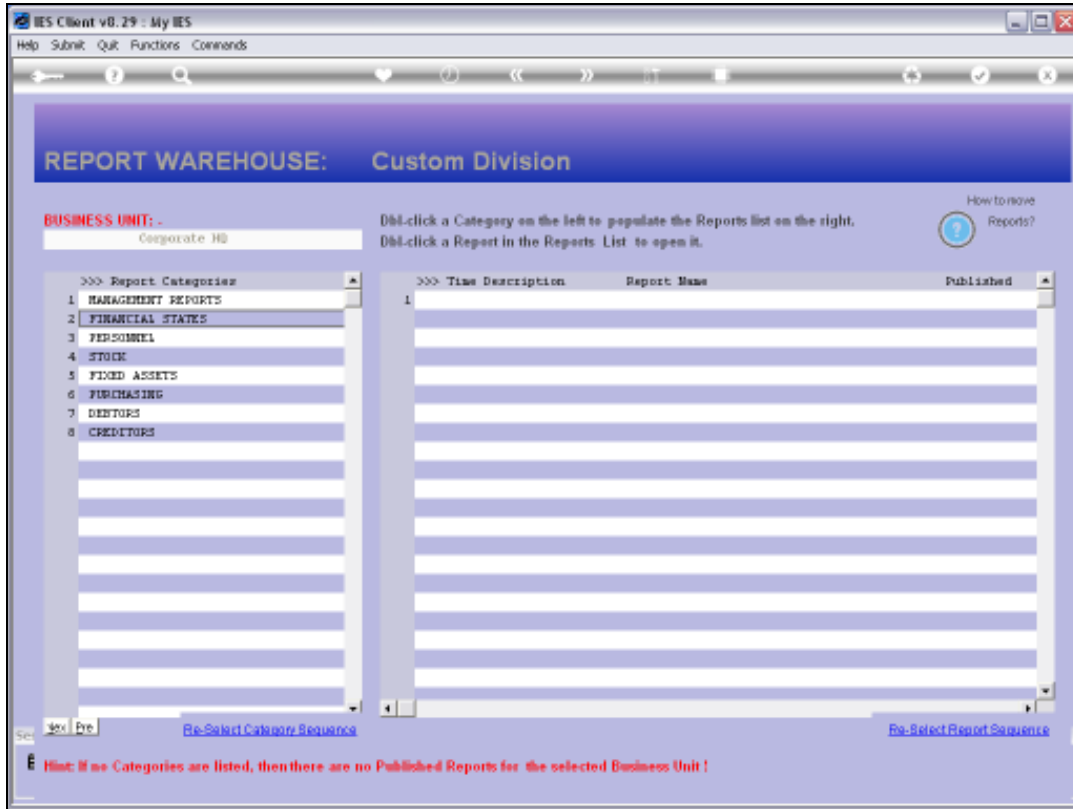


Slide 21
Slide notes:



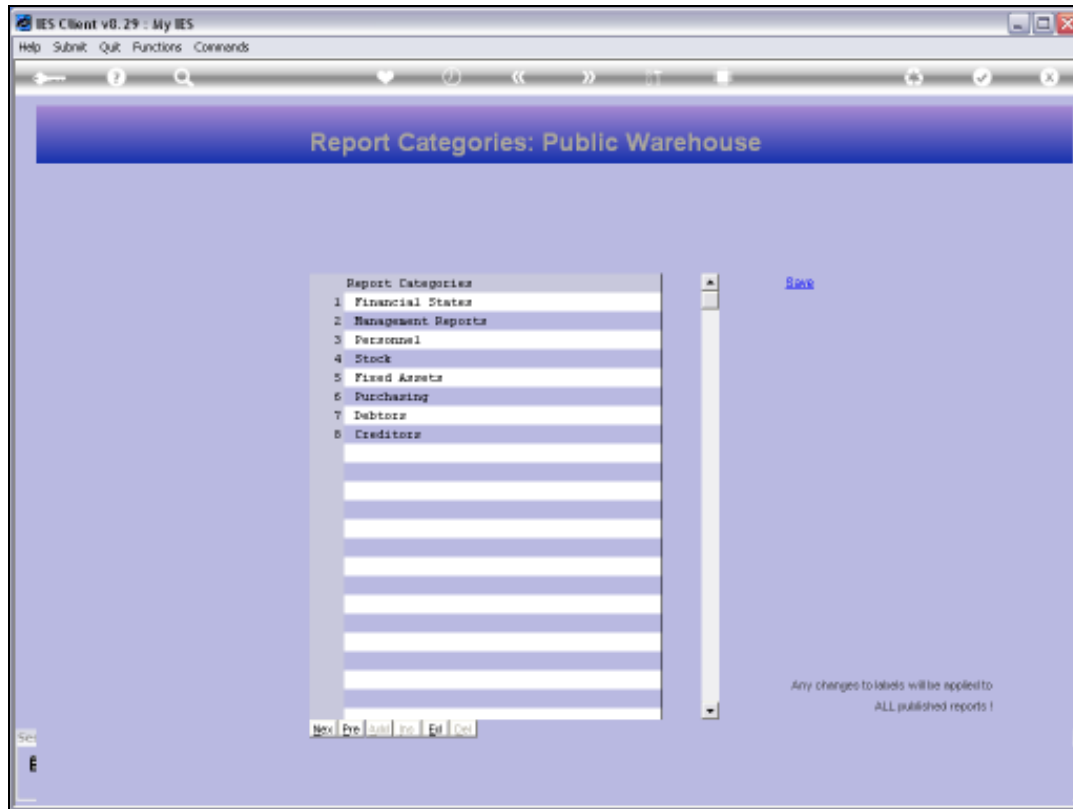
Slide 22

Slide notes: And as we can see, the change has filtered through automatically.



Slide 23

Slide notes:



Slide 24

Slide notes: So this is how we can easily manage and change Report Categories in the Warehouse.