Getting Access and Using the Dashboard Tool

General Information

MicroStrategy, a user-friendly business intelligence (BI) tool, is currently being implemented at Virginia Tech. Eventually, the tool will be connected to enterprise data in both the data warehouse and Banner. Since the connections to those data sources will be enabled incrementally, and over a transitional period, some reporting power users may benefit from adopting the tool early, and using it to analyze their local data only.

Important Disclosures

Early adopters of the BI tool will be able to import and explore their own data, and learn the basic features of the tool, but they should be aware of the following limitations:

1. The tool has no connection to Virginia Tech’s enterprise data (e.g., Banner, Data Warehouse) currently. 2. The tool only has the ability to create dashboards. 3. Saved reports cannot be shared with other individuals.

The full version of the tool has many more features that will be rolled out as they are implemented.

Support Information

Early adopters of the BI tool assume all responsibility for the support of any dashboards they create.

Early adopters of the BI tool can find basic training information from MicroStrategy that may prove helpful at the following site:

http://www.microstrategy.com/us/training-events/free-classes/overview

Step-by-step guide

1. Request access to the tool from Enterprise Systems, Client Portal Services Catalog:
2. Enter your name and account/department
3. Choose the "Reporting and Data Analysis" Request Type
4. Choose the "Production" Request Tier
5. Enter a “Title” (e.g., Request MicroStrategy Access) and “Description” (e.g., Please grant me access to the MicroStrategy server version tool) for your request
6. Click the “Request” button
7. Once notified that you have access, navigate to (and bookmark) the MicroStrategy login website: https://webapps.es.vt.edu/microstrategy/
8. Additional resources and instructions to join the BI-Hub user network go to:
   https://webapps.es.vt.edu/confluence/display/IWA/MicroStrategy

Note: If you do not already have an active CAS session, you will be prompted to log into CAS. If you already have an active CAS session, you will automatically be presented with the next page/info.

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