



**COGNOS**

## Creating Drill Through Reports

Drill Through capability in Report Studio allows you to connect two or more reports by linking related data items. In our example we will link a student count report with a corresponding student detail report.

To begin, we have created *Student Count By College* and *Drill Thru Student Count by College*

**Cognos Viewer - Microsoft Internet Explorer**

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**Cognos Viewer** **HERNER, FRED A** About

### Student Count By College

Academic Period: Spring 2009

College(s): Academic Affairs and Provost, Ashtabula Campus, Coll of Arch and Env Design, Coll of Ed Health Human Svcs, College of Arts and Sciences, College of Business Admin, College of Comm and Info, College of Continuing Studies, College of Education, College of Fine and Prof Arts, College of Nursing, College of Public Health, College of Technology, College of the Arts, East Liverpool Campus, Employee Rel and Development, Geauga Campus, Graduate College, Health Phys Ed and Recreation, Honors College, Human Resources Services, Information Services, Institutional Advancement, Institutional Res/Stu Success, Library and Media Services, No College Designated, Not Available, Not Maintained, Not Maintained, Not used in standing, President, President's Office, Public Safety, Regional Campuses, Research and Graduate Studies, Salem Campus, School of Nursing, School of Phys Ed/Rec/Dance, School of Technology, Stark Campus, Trumbull Campus, Tuscarawas Campus, Undergraduate Studies, University Libraries, VP Business and Finance, VP Enrollment Management, VP Human Resources, VP Regional Development, VP Univ Rel and Development

College	Major	Students
Ashtabula Campus	Accounting Technology	3
	Aviation Maintenance Technolgy	1
	Business Management Tech	33
	Business Management Technology	1
	CAD/Design Technology	15
	Computer Technology	3
	Early Admission - Dual Program	198
	Early Admission - Option B	4
	Early Childhood Educ Technology	1
	Electrical/Electronic Engr Tech	2
	Exploratory	26
	Hospitality and Food Service	18
	Justice Studies	2
	Mechanical Engineering Tech	1
	No Major Required	27

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## Creating Drill Through Reports

Drill Thru Student Count By College - Cognos Viewer - Microsoft Internet Explorer

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**Cognos Viewer - Drill Thru Student Count By College** **HERNER, FRED A** [Log Off](#) [About](#)

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### Student Detail

Academic Period: Spring 2009

College: AC

Major: ACTT

Name	College	Major	Student Type	Admit Type
Campbell, Liz	Ashtabula Campus	Accounting Technology	Postundergraduate-Degree Seek	Undergraduate Ashtabula
Montana, Lilly	Ashtabula Campus	Accounting Technology	New Freshman	Undergraduate Ashtabula
Murphy, Angus	Ashtabula Campus	Accounting Technology	New Freshman	Undergraduate Ashtabula

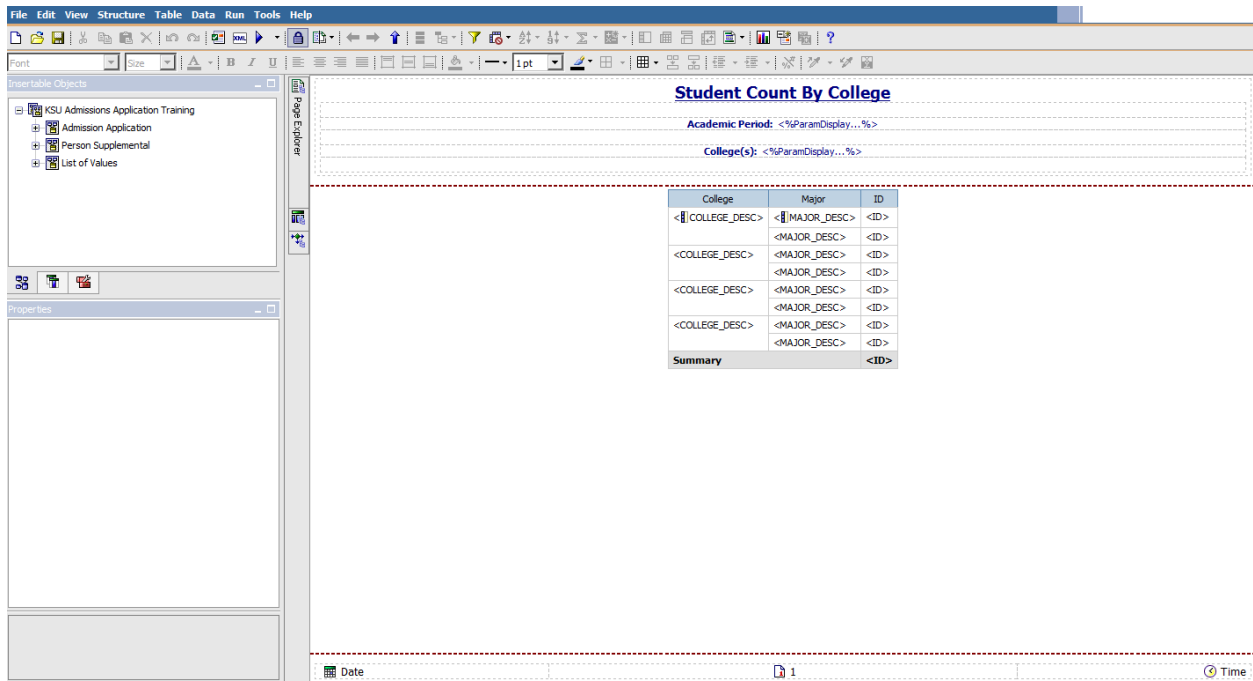
The Second Report is the detail report

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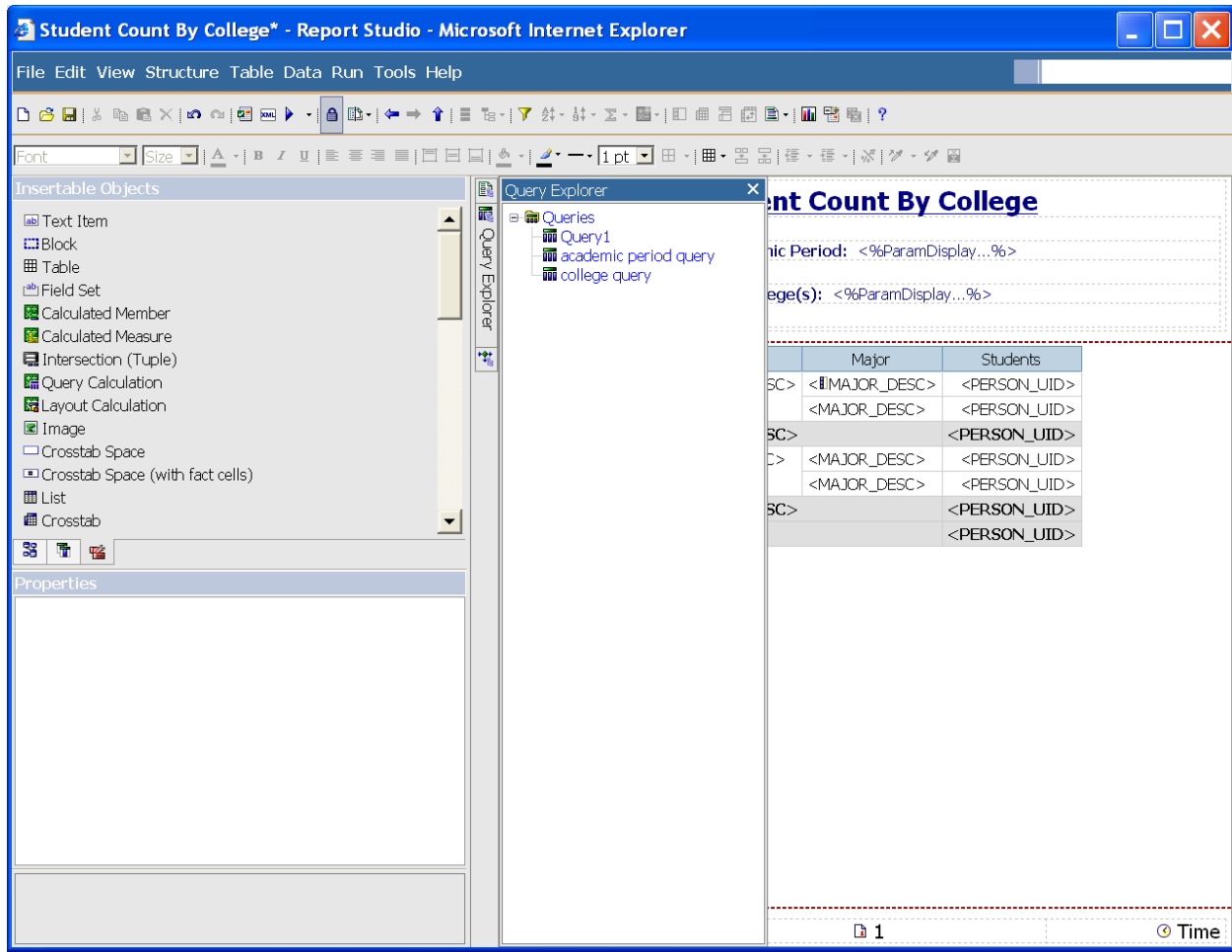
## Creating Drill Through Reports



Follow these steps to define the drill through:

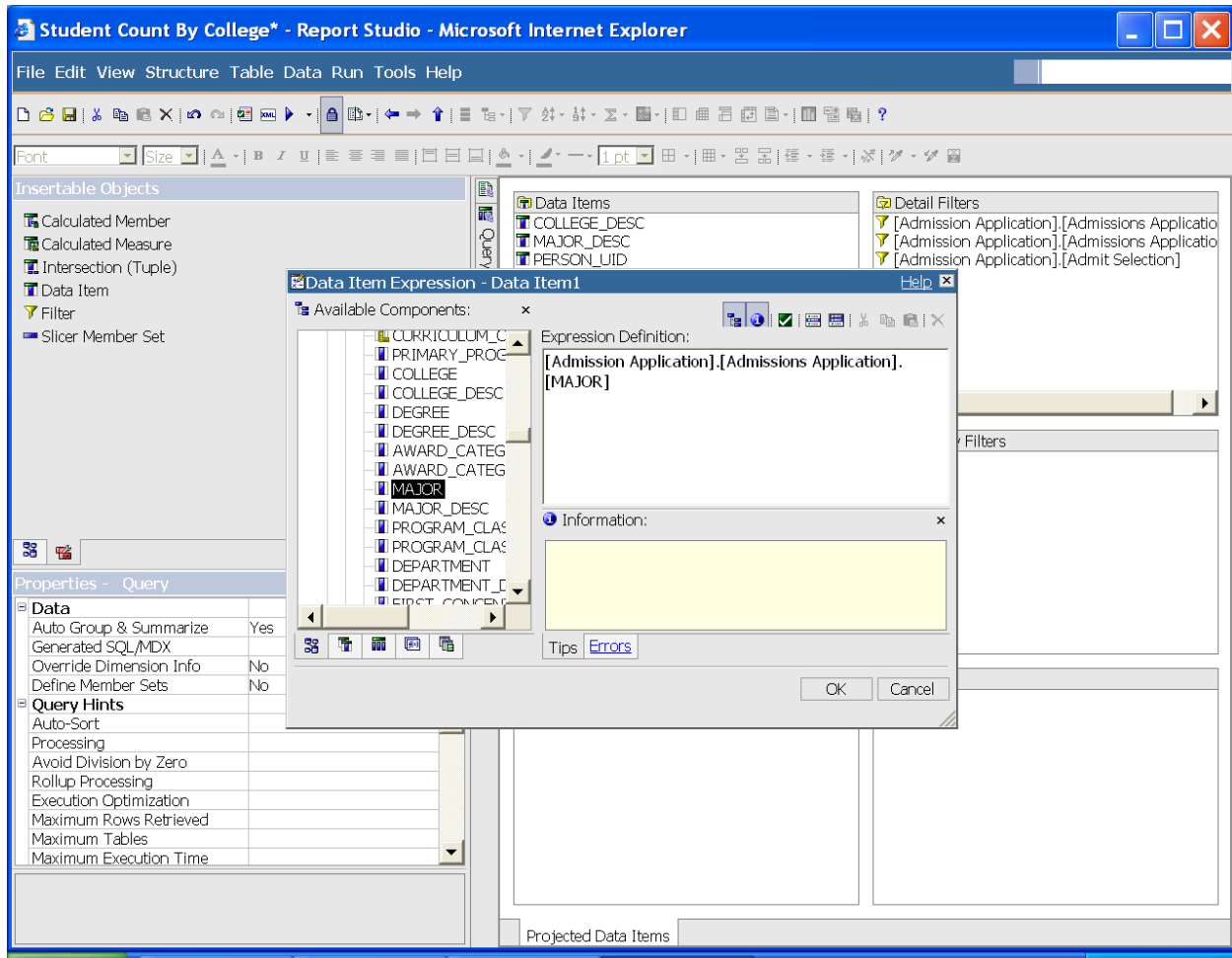
1. Open the report **Student Count by College - Final**

## Creating Drill Through Reports



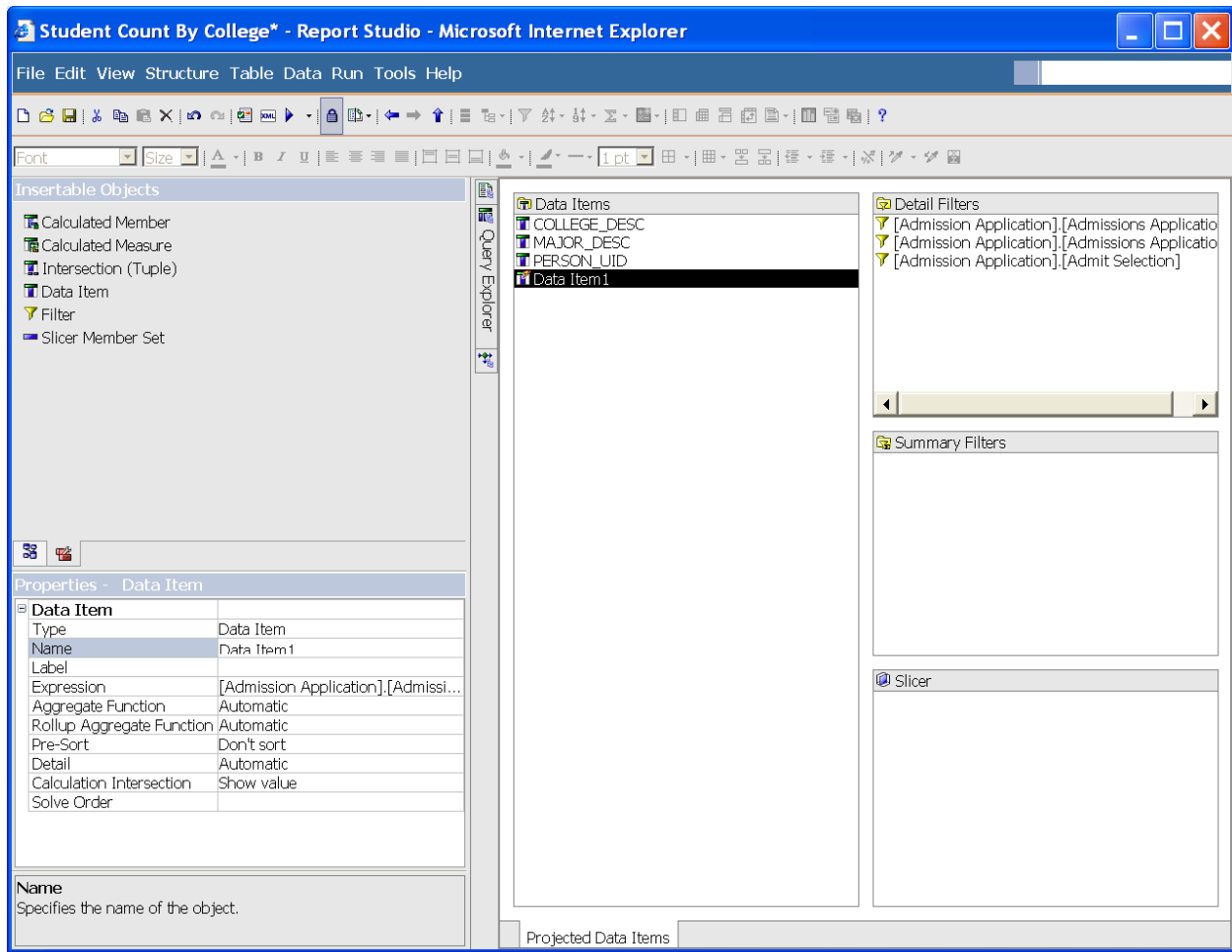
2. Place the cursor over the **Explorer Bar**
3. Select **Query Explorer**
4. Select **Query 1**

## Creating Drill Through Reports



5. Select the **Toolbox** tab from the **Insertable Objects** pane
6. Drag a **Data Item** to the query
7. Select the data item from the **Available Components** window (**Major**)
8. Click **OK**

## Creating Drill Through Reports



9. Highlight **Data Item1**
10. Click inside the **Properties Pane** select the Name field
11. Change the name to **major\_link**
12. Return to the **Page Explorer** by placing your mouse over the **Explorer Bar**
13. Create another data item called **college\_link** using the **College** field.

## Creating Drill Through Reports

**Student Count By College**

Academic Period: <%ParamDisplay...%>

College(s): <%ParamDisplay...%>

College	Major	Students
<COLLEGE_DESC>	<MAJOR_DESC>	<PERSON_UID>
<COLLEGE_DESC>	<MAJOR_DESC>	<PERSON_UID>
<COLLEGE_DESC>	<MAJOR_DESC>	<PERSON_UID>
<COLLEGE_DESC>	<MAJOR_DESC>	<PERSON_UID>
<COLLEGE_DESC>	<MAJOR_DESC>	<PERSON_UID>
<COLLEGE_DESC>	<MAJOR_DESC>	<PERSON_UID>
Summary		<PERSON_UID>

**Properties - List Column Body**

Source Type	Data Item Value
Data Item Value	MAJOR_DESC
<b>Data</b>	
Data Format	
Drill-Through Definitions	...
Group Span	MAJOR_DESC
<b>Box</b>	
Border	
Padding	
Box Type	
<b>Color &amp; Background</b>	
Background Image	
Background Color	
Foreground Color	

**Drill-Through Definitions**  
Specifies report-to-report drill-through definitions, bookmarks, and drill-through text for the object.

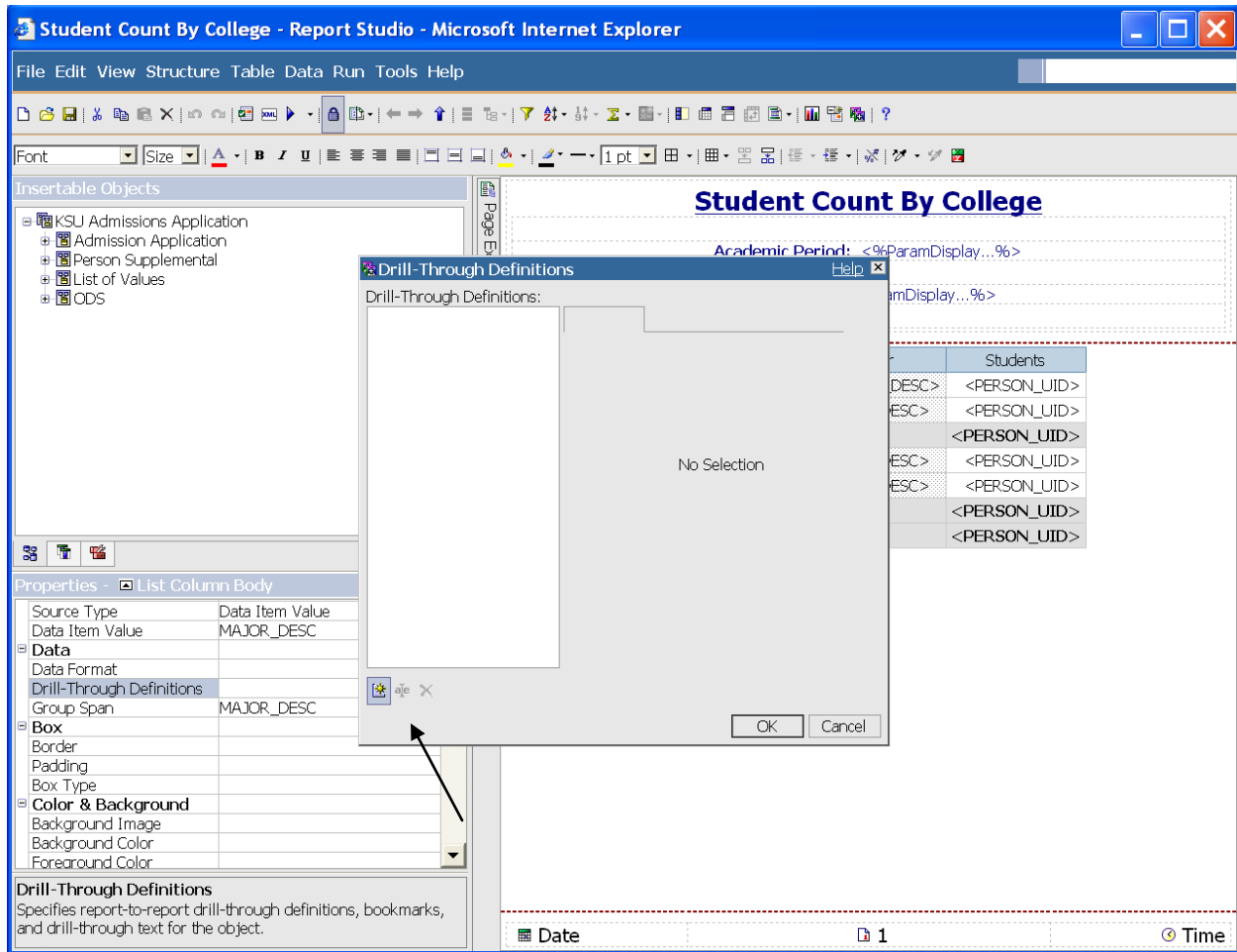
Date 1 Time

14. Return to the **Page Explorer**

15. Highlight the data item for which you would like to build the drill through (Major\_Desc)

16. Select **Drill-Through Definitions** in the **Properties** pane

## Creating Drill Through Reports



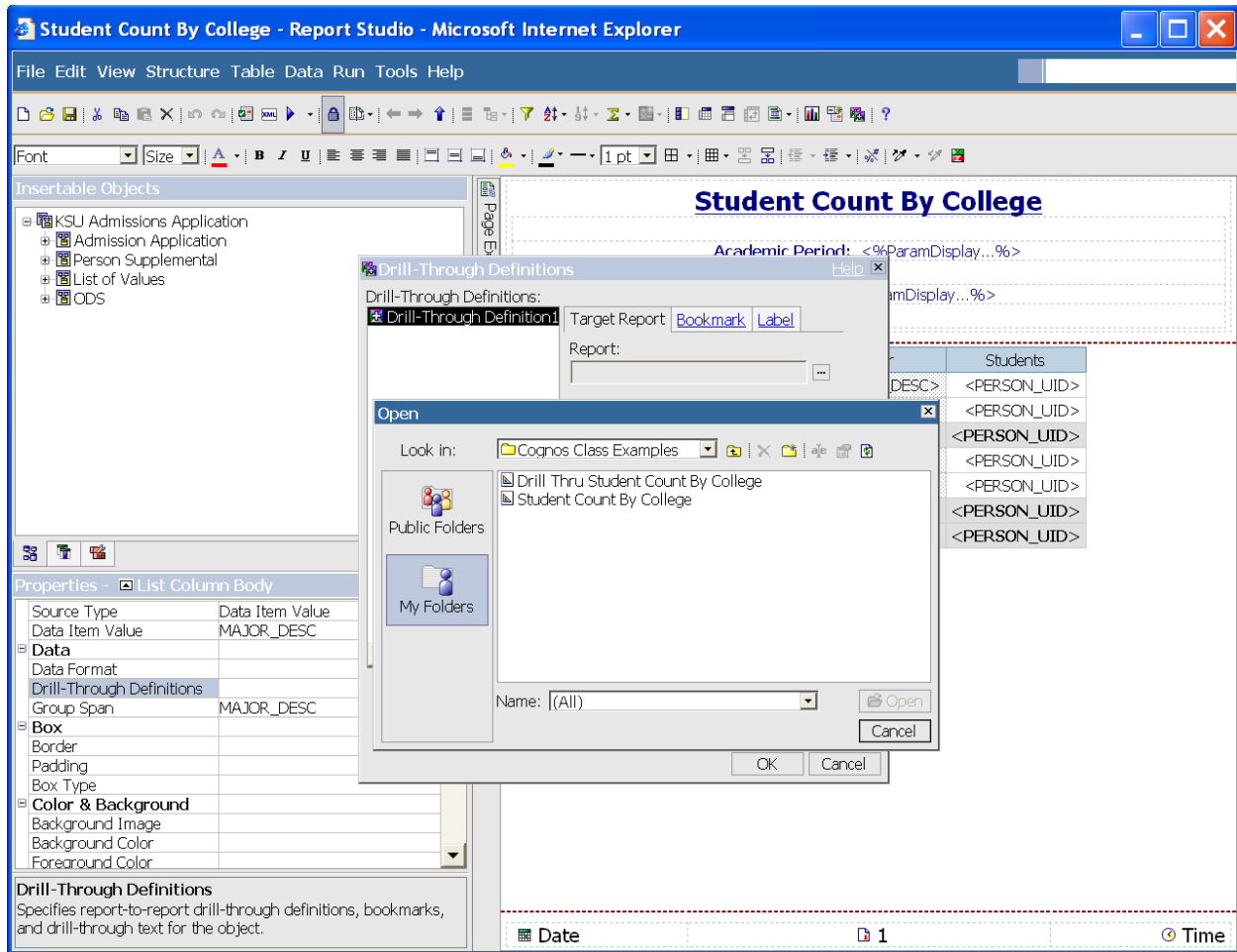
17. Click the **Add** Icon

18. Select the Report Link

Report:

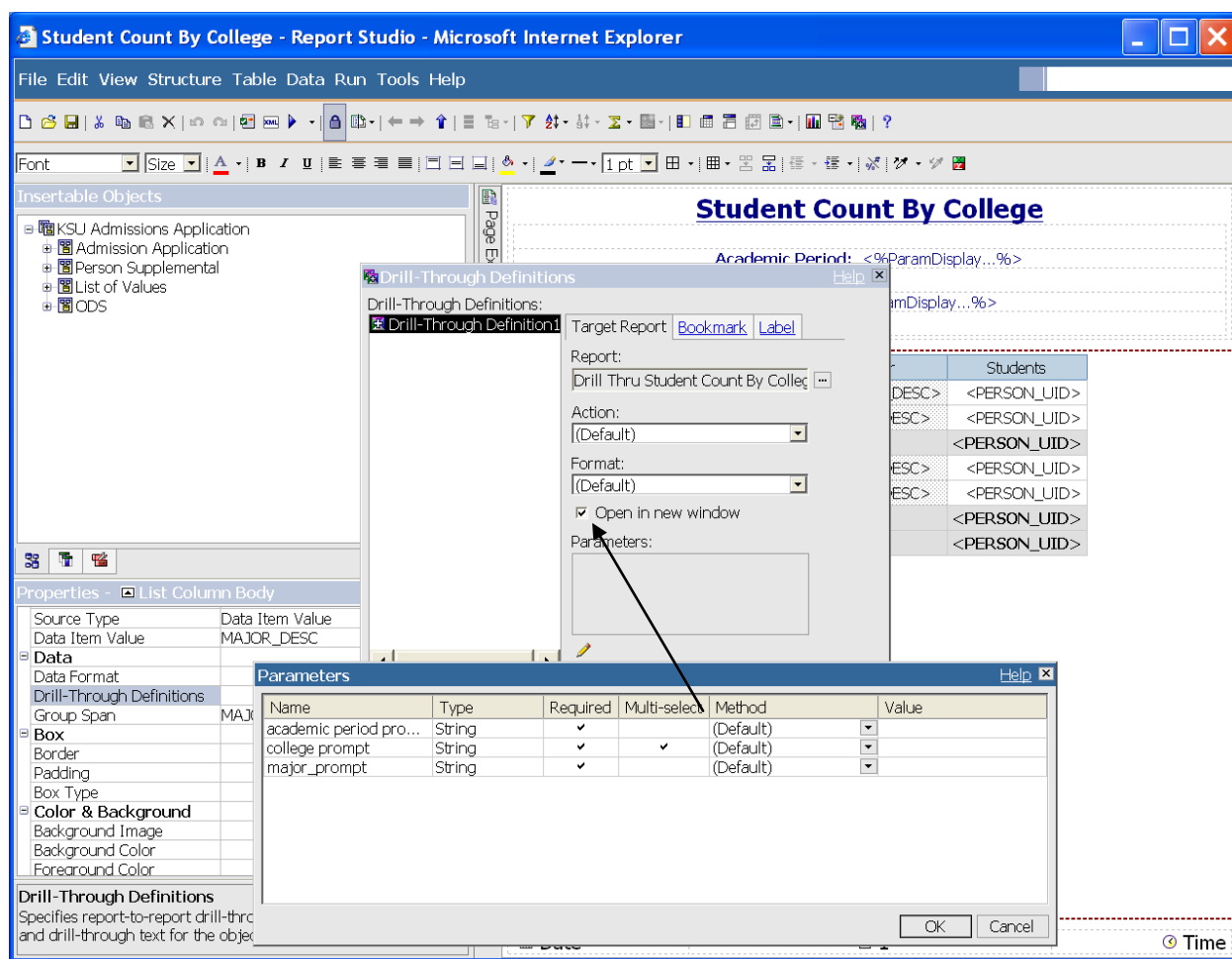


## Creating Drill Through Reports



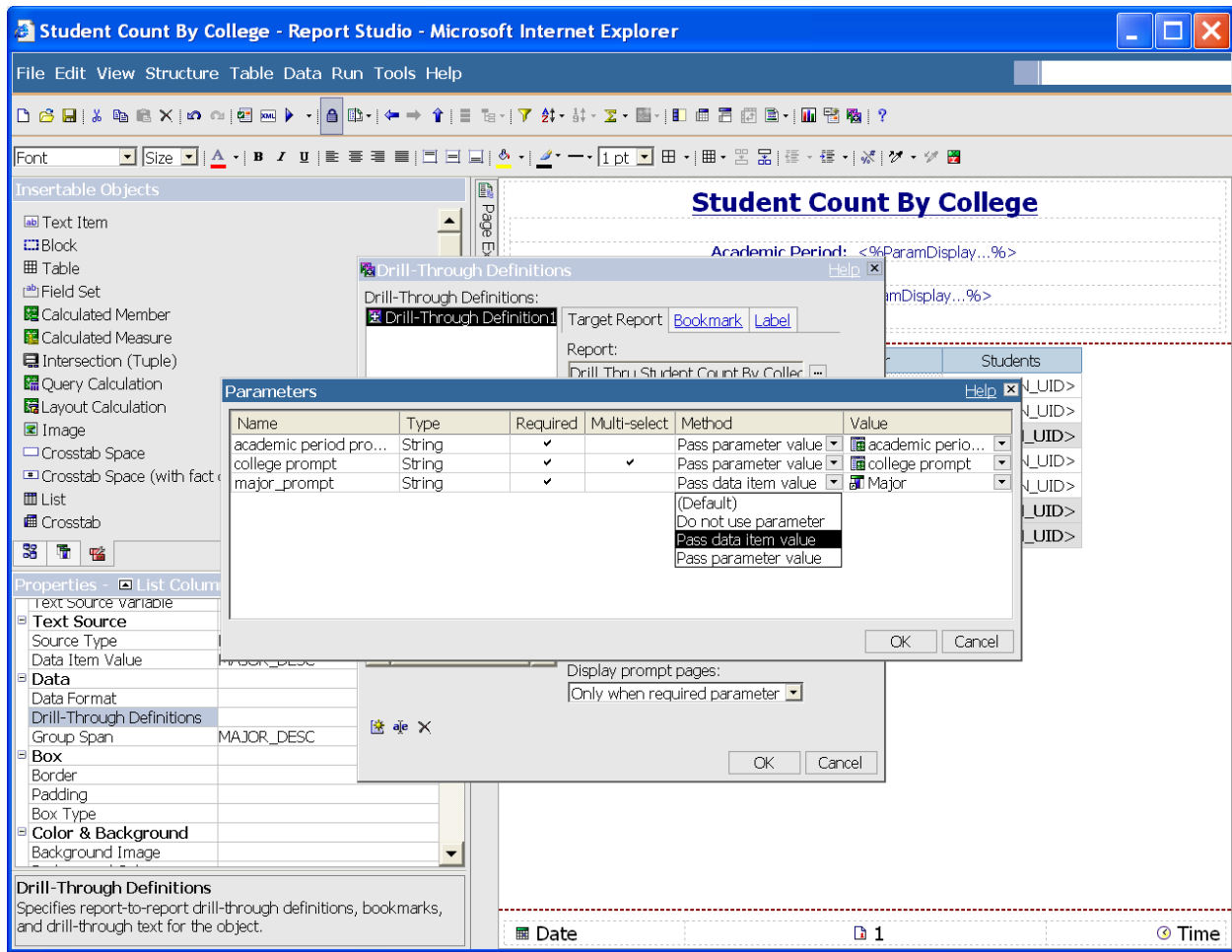
19. Select the **Drill Thru Student Count By College** report

## Creating Drill Through Reports



20. Select the **Open in new window** checkbox
21. Click the **Pencil** icon
22. The **Parameters** window will open that contains the parameters (prompts) for the drill through report that will be populated

## Creating Drill Through Reports



23. Select a **Method** and **Value** for each parameter
  - a. For **Method** select **Pass Parameter Value** or **Pass Data Item Value** depending on your requirements
    - i. **Academic Period Prompt – Pass Parameter Value**
    - ii. **College\_Prompt – Pass Parameter Value**
    - iii. **Major\_Prompt – Pass Data Item Value**
  - b. For **Value** select the appropriate field on the parent report that corresponds to the field on the child or drill through report
    - i. **Academic Period Prompt – Academic Period**
    - ii. **College Prompt – College Prompt**
    - iii. **Major\_Prompt – Major**
24. Click **OK**
25. The **Parameters** window will close
26. Click **OK** in the **Drill-Through Definitions** window
27. Test the report

For additional information regarding Cognos, policies and access, or modifications to the ODS, contact the Business Intelligence Team at [cognos@kent.edu](mailto:cognos@kent.edu). For technical assistance, contact the IS Help Desk at 672-HELP (4357).



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