



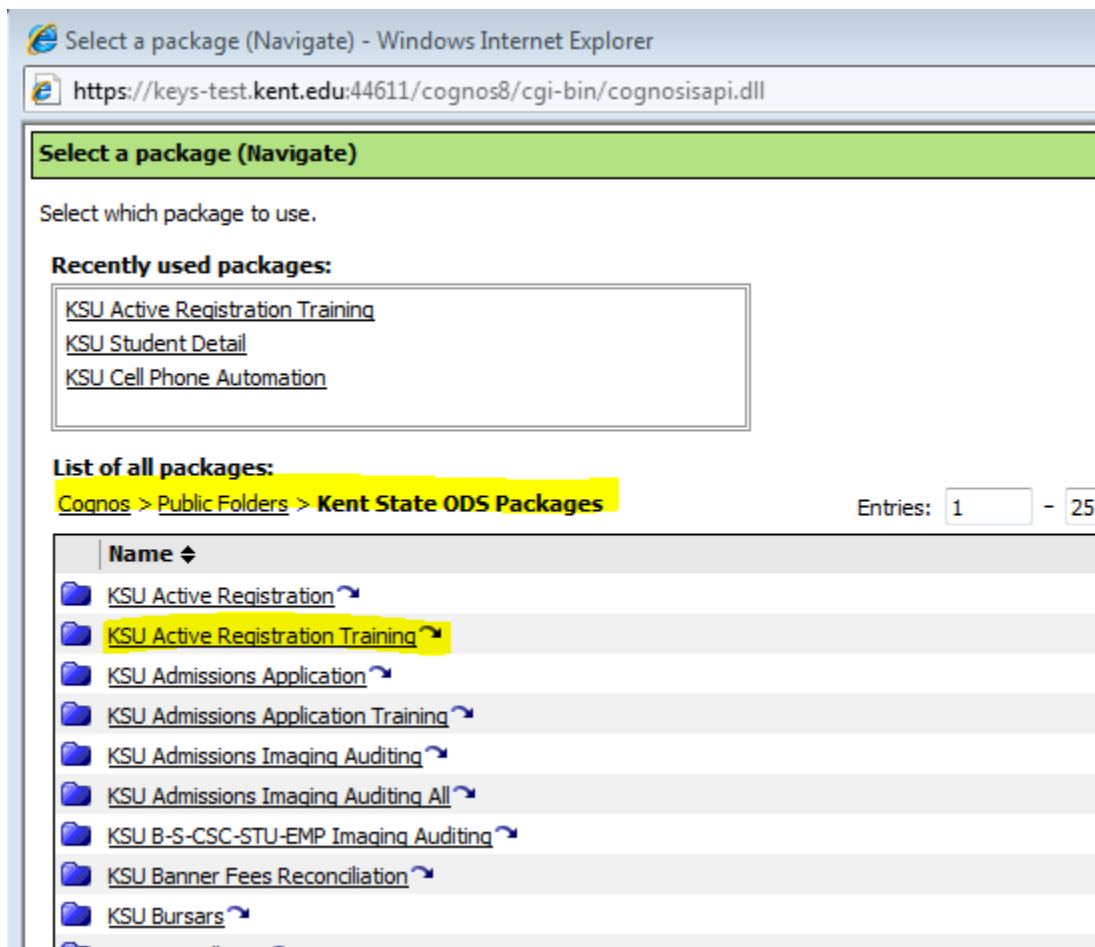
## COGNOS KARATE BELT – SESSION III CREATING SLOTS

### DIY SLOTS

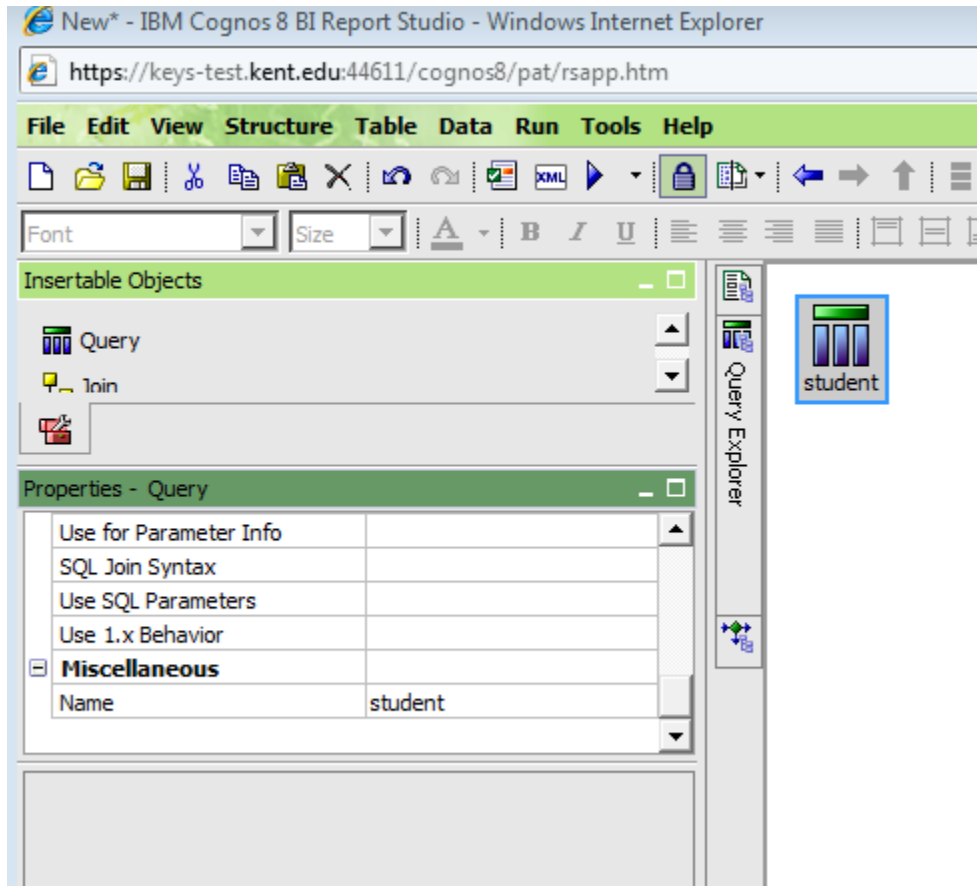
Purpose: This document explains the process for creating indicators as a way to slot information into one row from data that would normally be in multiple rows. This logic is best used for fields that can be summarized as Yes or No.

### Steps to Creating a Slot

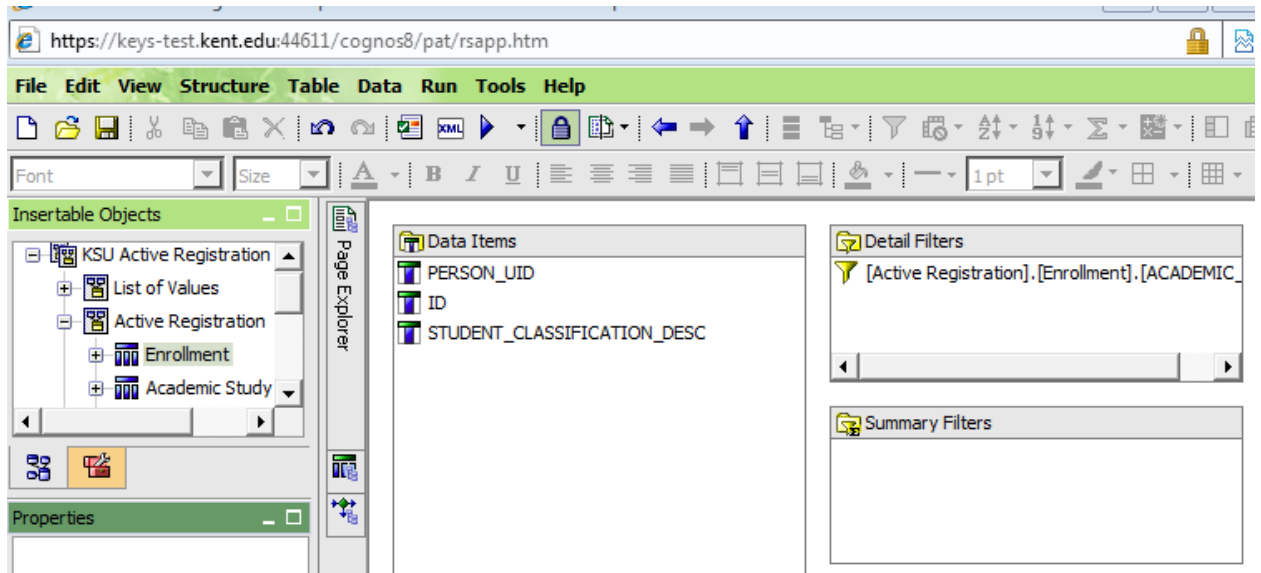
1. Launch Report Studio.
2. Select a list report with the 'KSU Active Registration Training' Package.



3. Navigate to the Query Explorer page by hovering over the 'Query Explorer' bar and clicking on the word Queries.
4. Single click Query1 and change the Name in the Miscellaneous properties from Query1 to student.



5. Open the student query and add the following fields from the Source tab in the Insertable Objects pane to the query:  
[Active Registration].[Enrollment].[PERSON\_UID]  
[Active Registration].[Enrollment].[ID]  
[Active Registration].[Enrollment].[STUDENT\_CLASSIFICATION\_DESC]
6. Add the following filter to the Detail Filters pane:  
[Active Registration].[Enrollment].[ACADEMIC\_PERIOD] = '201180'



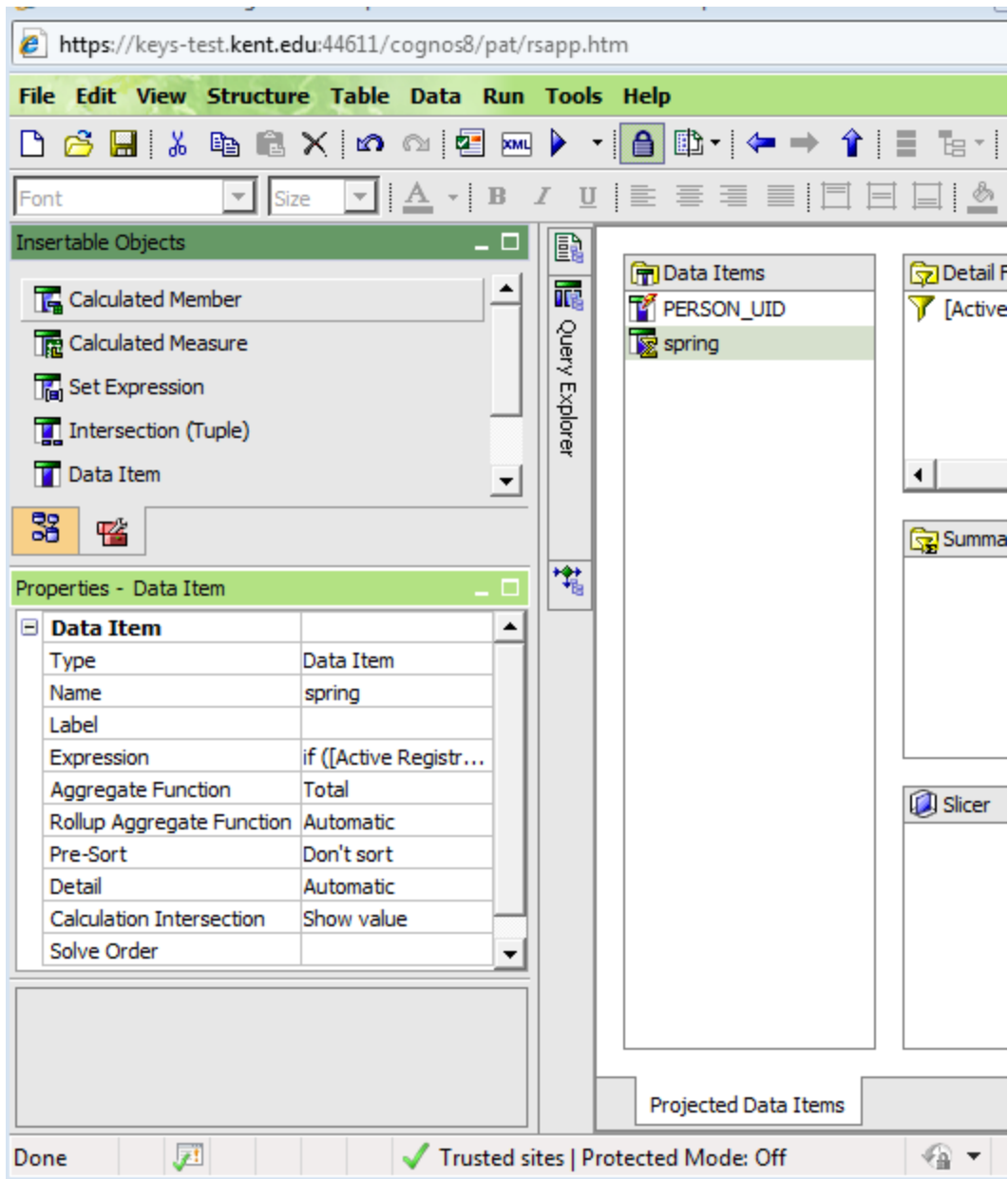
7. Navigate back to the Query Explorer page and add a new query.
8. Rename the query enrolled-terms.
9. Add the following field to the query:

[Active Registration].[Academic Study].[PERSON\_UID]

10. Add the following filter to the Detail Filters pane:

[Active Registration].[Academic Study].[ACADEMIC\_YEAR] = '2012'

11. Add a 'Data Item' from the toolbox tab to the Data Items section of the query and paste the following logic:  
if ([Active Registration].[Academic Study].[ACADEMIC\_PERIOD]='201210') then  
    (1)  
else  
    (0)
12. Rename the data item spring.
13. In the properties of the data item, change the Aggregate Function to Total.



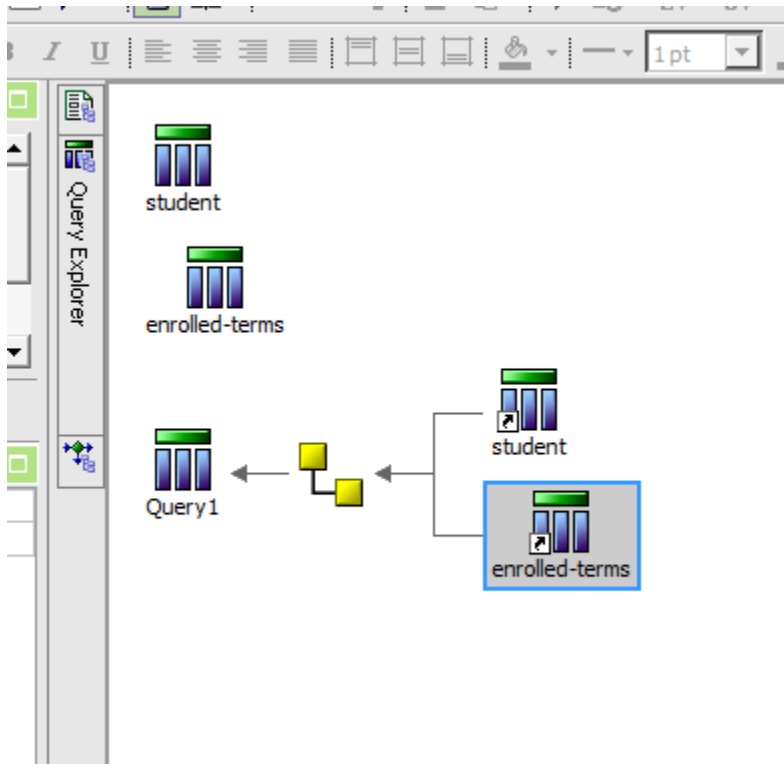
14. Repeat steps 11-13 to create a new data item, summer.  
 if ([Active Registration].[Academic Study].[ACADEMIC\_PERIOD]='201160') then  
     (1)  
 else  
     (0)
15. Repeat steps 11-13 to create a new data item, fall.  
 if ([Active Registration].[Academic Study].[ACADEMIC\_PERIOD]='201180') then  
     (1)

else

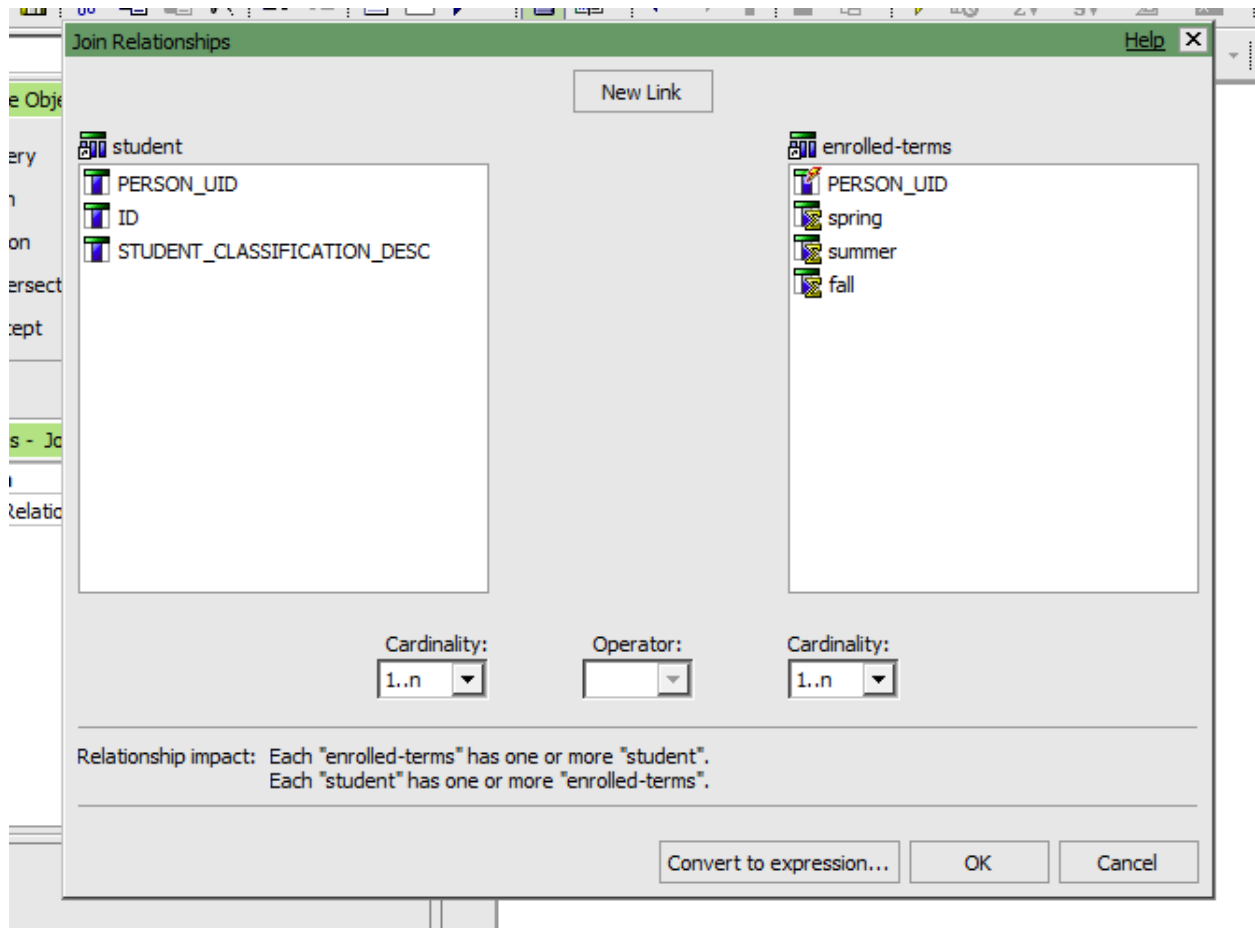
(0)

16. Navigate back to the Query Explorer and add a new join to the Queries page.

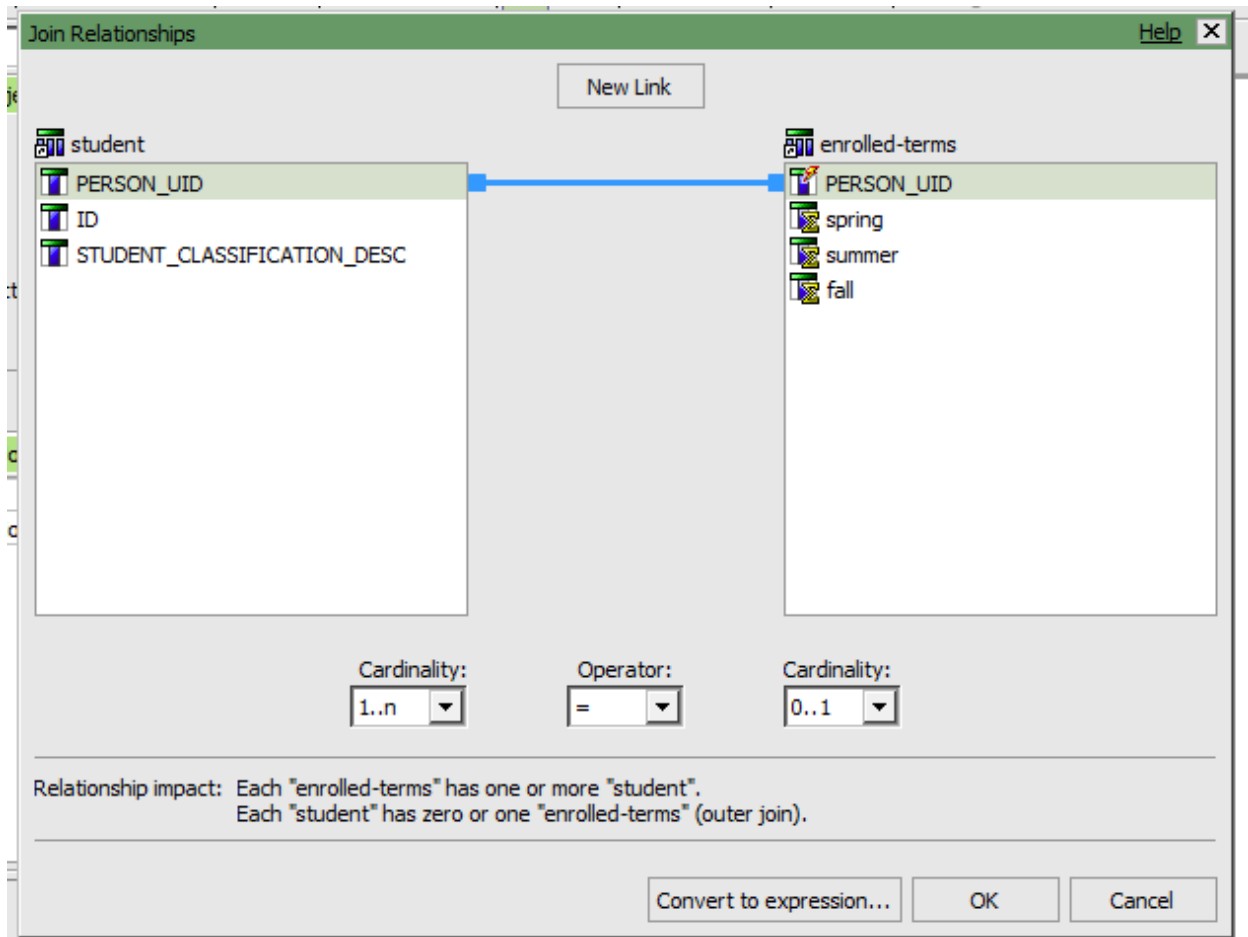
17. Insert student in the top box and enrolled-terms in the bottom box.



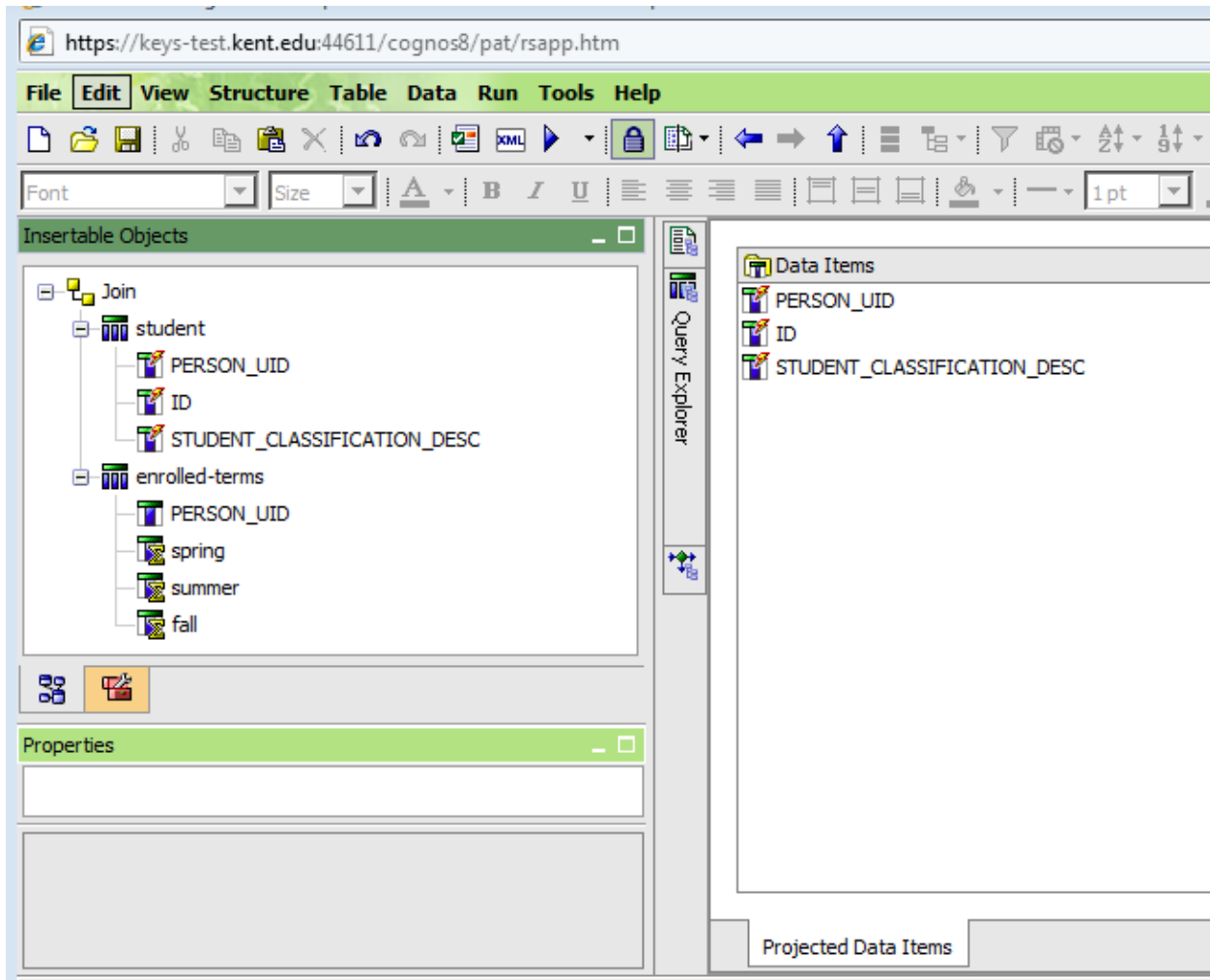
18. Double click on the yellow boxes to create the join relationship.



19. Click 'New Link'. The default will be the first field in each query. Leave this as is. PERSON\_UID is normally the preferred field to use when available for joins involving person records.
20. Change the cardinality on the right-hand side to 0...1.



21. Click ok.
22. Open the joined query, Query1. Drag the fields ID and STUDENT\_CLASSIFICATION\_DESC from the join area into the 'Data Items' pane.



23. Add a data item to the 'Data Items' list under STUDENT\_CLASSIFICATION\_DESC called spring.

Define as follows:

if ([enrolled-terms].[spring] > 0) then  
('Yes')

else

('No')

24. Create another data item for summer:

if ([enrolled-terms].[summer] > 0) then  
('Yes')

else

('No')

25. Create another data item for fall:

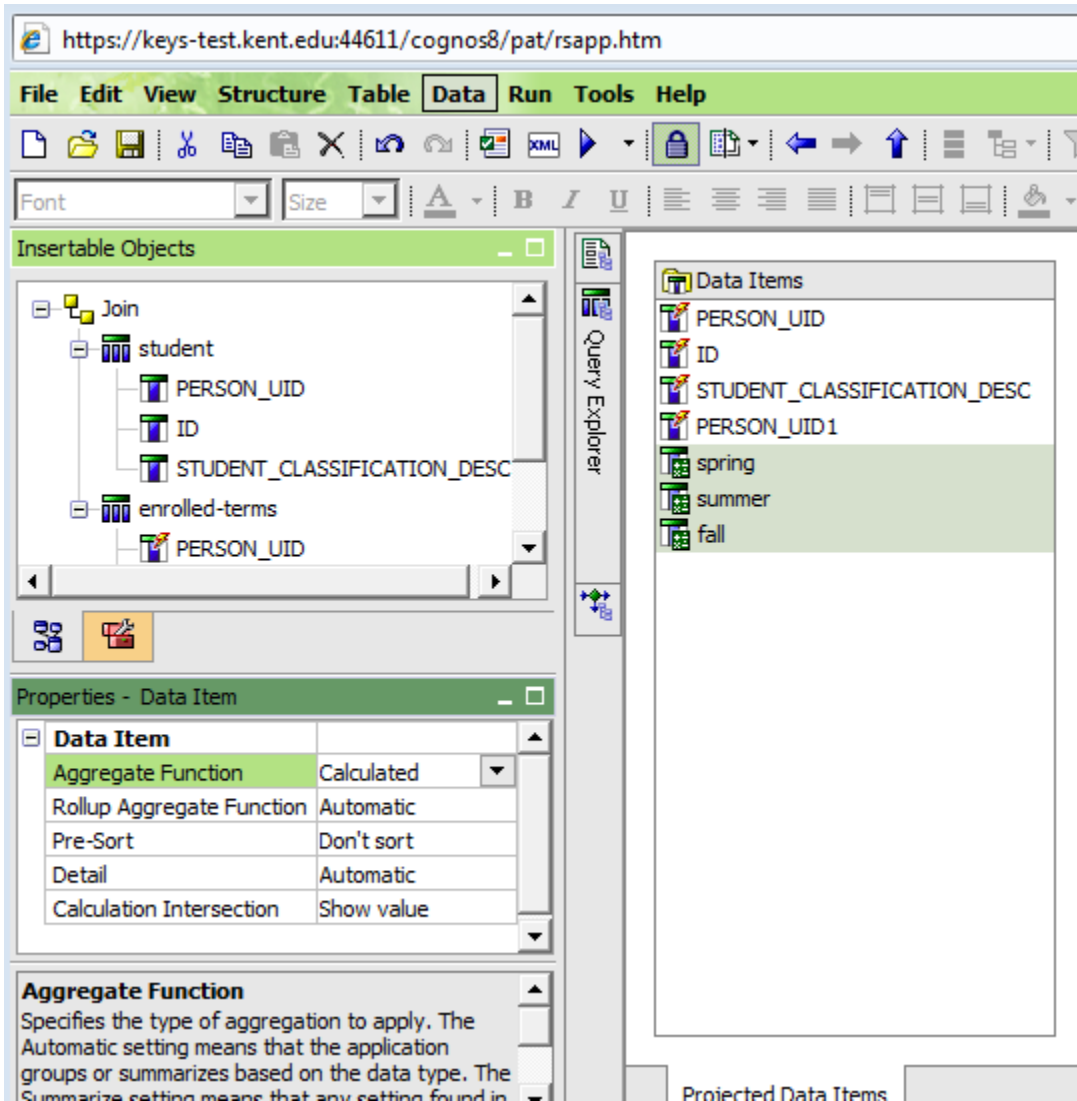
if ([enrolled-terms].[fall] > 0) then  
('Yes')

Else

('No')

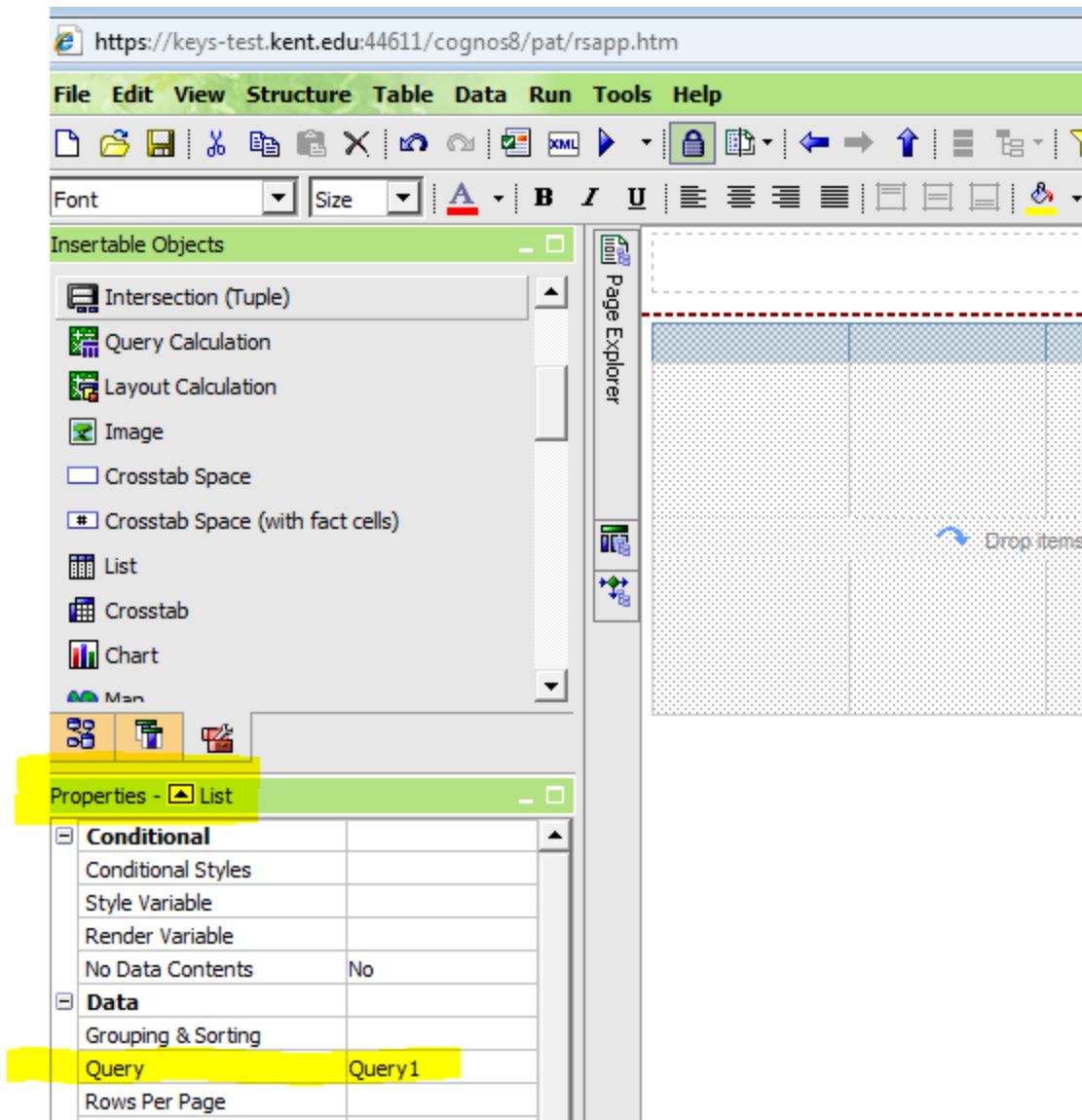


26. Change the 'Aggregate Function' property for the spring, summer, and fall fields to 'Calculated'.



27. Navigate to the report page, Page1.

28. Highlight the blank list and change the Query in the list properties to Query1.



29. Add the fields from Query1 in the 'Data Items' query to the list on the report page except PERSON\_UID and PERSON\_UID1. We do not normally add the person\_uid field to the report page as this is more of an internal system identifier.

## Cognos Karate Belt – Brown Session III – Creating Slots

The screenshot shows the Cognos report editor interface. The top menu bar includes File, Edit, View, Structure, Table, Data, Run, Tools, and Help. Below the menu is a toolbar with various icons for report design. The left pane contains the 'Insertable Objects' list, which includes a hierarchy of objects: 'spring', 'summer', 'fall', 'Query1', 'PERSON\_UID', 'ID', 'STUDENT\_CLASSIFICATION\_DESC', and 'PERSON\_UID1'. The 'Properties' pane is empty. The main report area displays a table with the following structure:

ID	STUDENT_CLASSIFICATION_DESC	spring	summer	fall
<ID>	<STUDENT_CLASSIFICATION_DESC>	<spring>	<summer>	<fall>
<ID>	<STUDENT_CLASSIFICATION_DESC>	<spring>	<summer>	<fall>
<ID>	<STUDENT_CLASSIFICATION_DESC>	<spring>	<summer>	<fall>

Below the table, there is a text instruction: "Double click to edit text".

30. Run the report and you will see one row for each student enrolled in Fall11 with an active curriculum indicator for each term in the 2012 academic year instead of one row per academic period, one for each active curriculum.