BI Office Data Model

The BI Office **Data Model** provides a flexible, six step wizard-like interface that enables blending of company data with other data sources using the centralized power of servers rather than a desktop. Quickly access, integrate, publish, and analyze data from multiple sources such as, Excel spreadsheets, SQL databases, Google Analytics, or ODBC.

▶ New Data Model

Click Start: From the backstage in the main client.

Press **New Data Model**.

▶ Data Sources

Select from a variety of data sources to create the model.

To upload, select source and click the button to **Add File**.

Click **Browse** to upload a file.
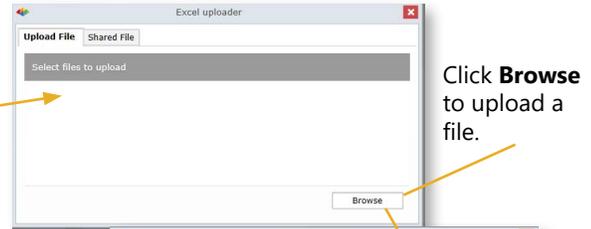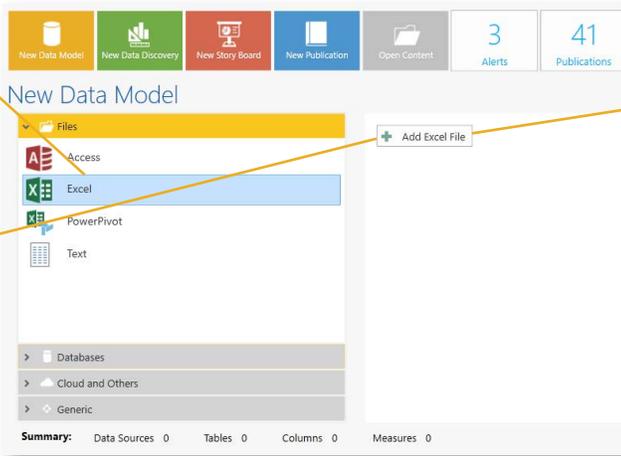
Select a different data source type to integrate data from multiple sources.
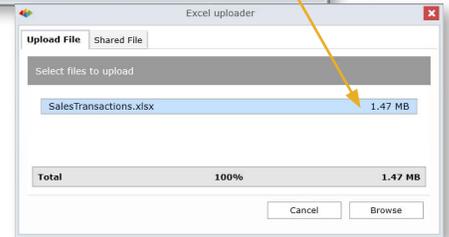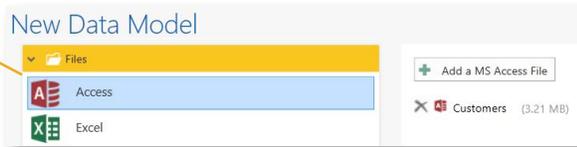
Click **Next** to extract data from all sources.

▶ Select Tables

Check the box next to each source to be integrated.

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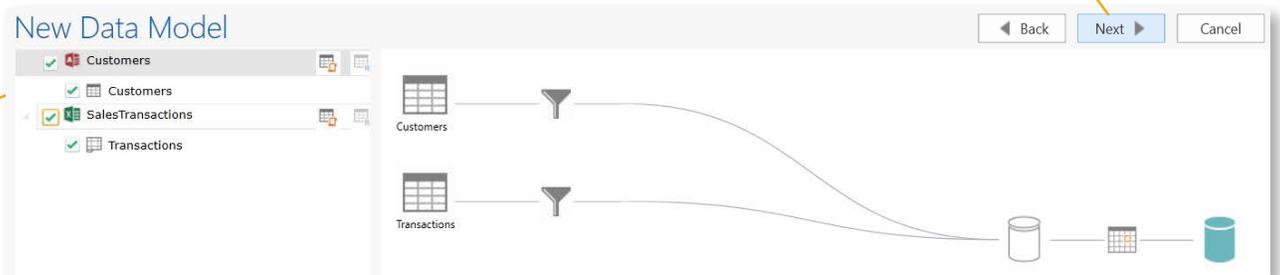
▶ Choose Columns

Expand each data source to **select** the elements for inclusion in the model.

Check/uncheck measures to be displayed and choose how they are calculated. Select ellipsis for further options.

Check the boxes next to each element to be included.
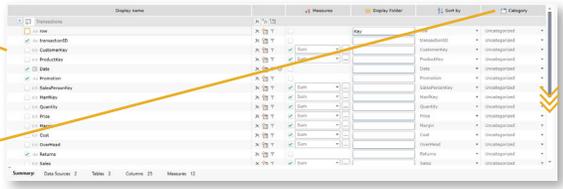
Use the Category field to identify **special categories**.
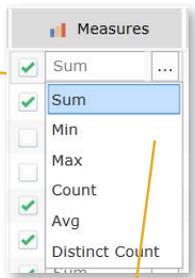
▶ Data Relationships

Detect relationships between sources.
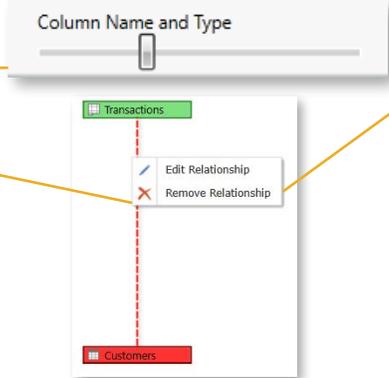
Edit relationships in special circumstances. Right click on the relationships line to edit.

Use the **drop downs** to change the column or to include additional column relationships withe the + sign.
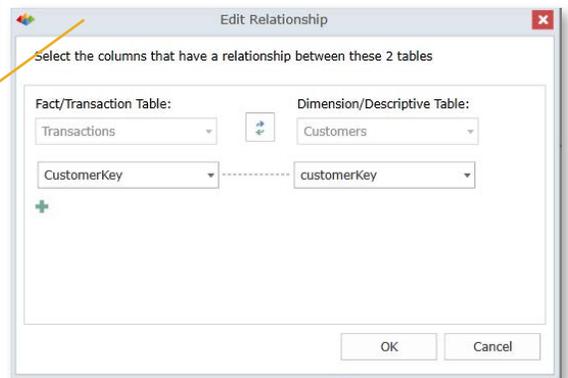
▶ Hierarchies

Hierarchies can be auto-generated for **date** and **time** fields.

Add new hierarchies to organize the data.

Select attributes.

Organize attributes.

Final hierarchy.
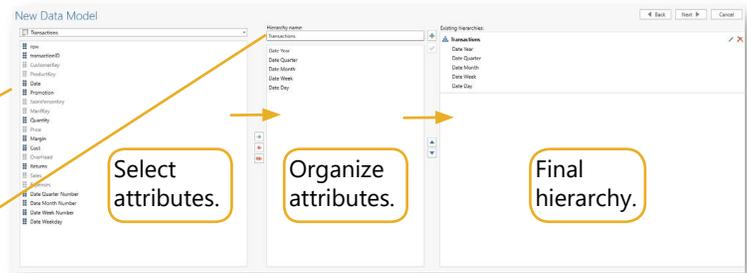
▶ Securing the Model

Set **Admin** to allow users to edit, **Process** to control data refreash, and **Read** to only view models. When all boxes are unchecked, the model is hiden from the user.
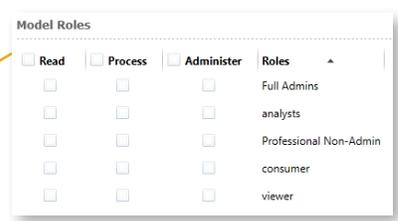
▶ Finalizing the Model
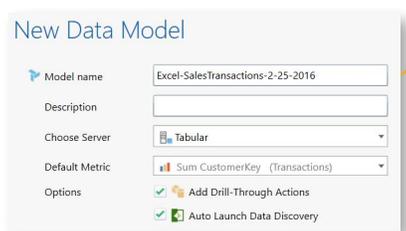
Name the model and review the default options. Check drill-through to seee transaction detail.

Click **Finish** to start exploring the new data model.

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