UNIVERSITY BUSINESS INTELLIGENCE (UBI) - FREQUENTLY ASKED QUESTIONS

Will all of the data and reports in Discoverer be available in UBI?

Yes. Eventually, all Discoverer reporting (and much more) will be available in UBI. This will happen in phases during calendar years 2016 and 2017. The phases are based on the migration of the data sets – first is Grants Accounting (GA), followed by General Ledger (GL), and then Labor Distribution (LD). See the full release plan at **ubi.virginia.edu.** Within each phase, there will be ongoing releases of reports and dashboards.

When is Discoverer going away?

Soon, but not all at once. In 2017, Oracle will phase out support for Discoverer, therefore, we must transition to UBI. Discoverer reports will be retired as data needs are met in UBI, and when users have been trained. Users will receive ample notice of report decommissioning. GA and GL reports are scheduled to be decommissioned at the end of August 2017.

Is there a single sign-on or separate passwords for the reporting?

UBI users authenticate through NetBadge.

Can the user customize reports?

Yes. The new reporting tool allows users to save filter parameters or customize versions of standard reports using its bookmark feature. It also allows users to create ad hoc or custom reports via MySheet.

How does UBI fit in with other initiatives?

The initial priority is to replace Discoverer reporting. However, our team regularly engages with other major University projects and initiatives that have data and reporting needs. For example, we work with the Ufirst team to understand and support their reporting needs, and to consider the change management impacts of the two projects.

What kind of UBI training is available?

Training is a priority for the Managerial Reporting Team. As new reports and dashboards have become available, modular training is created to support them. A library of topical resources will provide ongoing, just-in-time support to users. For a full listing of upcoming training sessions, visit **ubi.virginia.edu/training**

What kind of UBI support is available?

The UBI Community hosts training materials, a forum for technical questions, and UBI advice. Visit the Community at **ubicommunity.virginia.edu**. Project team members and Subject Matter Experts from around the University answer questions and provide support.

How will everyone know about what you are going to change and why?

Engagement with our stakeholders is a priority and includes semiannual town halls and regular face-to-face meetings. Other ways to find out more are through our website, monthly newsletter, and via UVAFinance communication channels.