



Basic Report Center Training

By: Merrie Wales 04-12-17

Introduction

Report Center

The Report Center is the tool provided to the Colleges by the Technology Center (CCCTC) to capture trends, application reports, and general Business Information from all students utilizing the CCCTC suite of software applications.

Topics

- Use the Application Look-Up reports to easily search and retrieve submitted applications by last name, social security number (last 4 digits), or submission date.
- Run reports from the Repository or the Library
- Build custom (ad hoc) reports from submitted application data
- Run, customize and export reports using filters and sorting capabilities
- Schedule recurring reports for print or email

Template for URL to Report Center

URL schema for Colleges

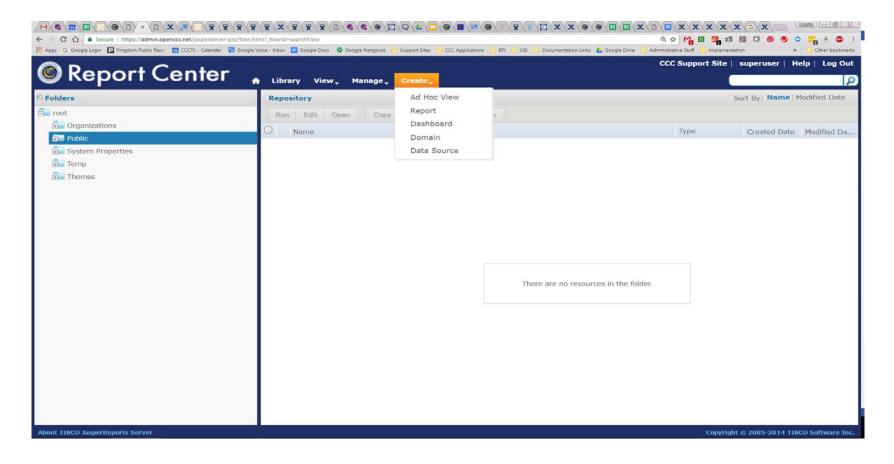
Pilot Report Center:

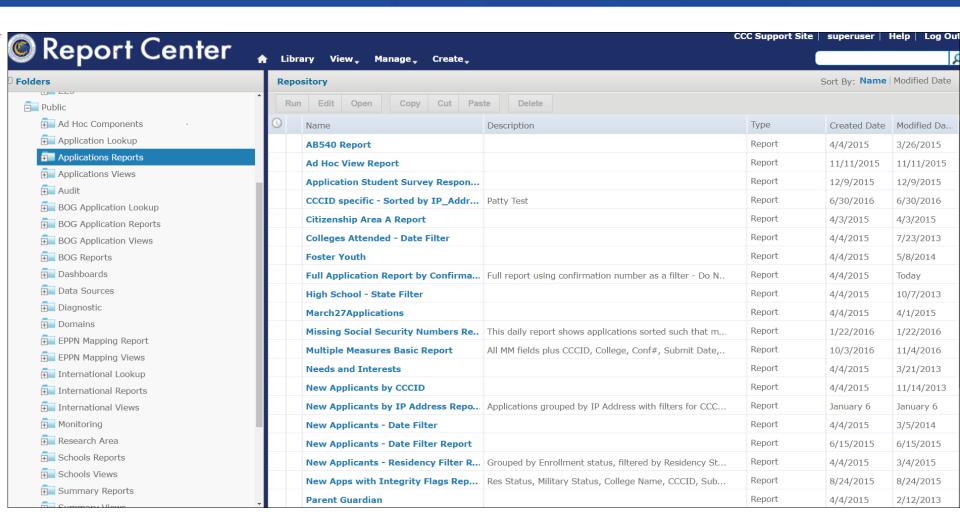
https://{yourDomain}/idp/profile/SAML2/Unsolicited/SSO?providerId=https://ci.control.opencc c.net/shibboleth&shire=https://ci.control.openccc.net/Shibboleth.sso/SAML2/POST&target=htt ps://ci.control.openccc.net/jasperserver-pro/

Production Report Center:

https://{yourDomain}/idp/profile/SAML2/Unsolicited/SSO?providerId=https://admin.openccc.net/shibboleth&shire=https://admin.openccc.net/Shibboleth.sso/SAML2/POST&target=https://admin.openccc.net/jasperserver-pro/

Create Ad Hoc





Important Links

How to Choose your Data Source (Domain):

http://community.jaspersoft.com/wiki/jasperreports-server-data-analysis-video

Creating an Ad Hoc View:

http://community.jaspersoft.com/wiki/jasperreports-server-ad-hoc-views-video

How to create Reports:

http://community.jaspersoft.com/wiki/jasperreports-server-reports-video

Contact Information

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To Schedule a Report Center Training please contact me with a couple of days and times that work for your staff and I will confirm with a Zoom meeting notification