

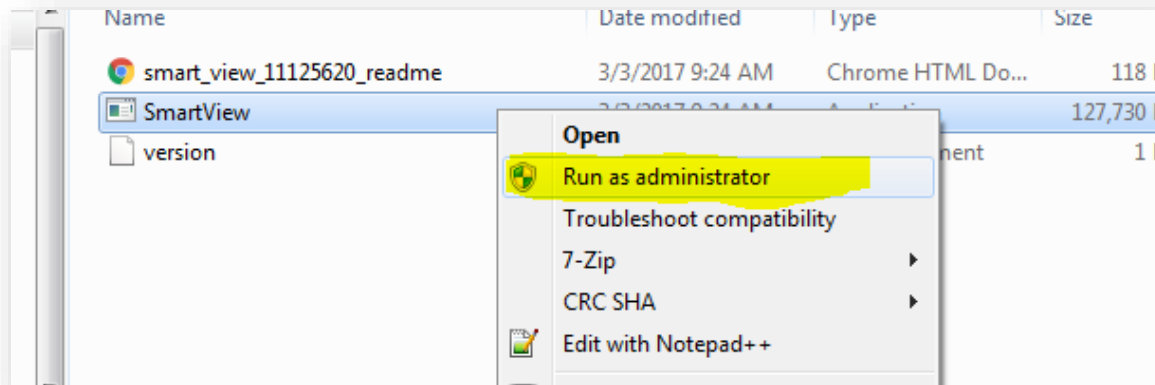
CONNECTIVITY- SMARTVIEW

This job aid details the process for installing **SmartView** add-on

USING SMARTVIEW

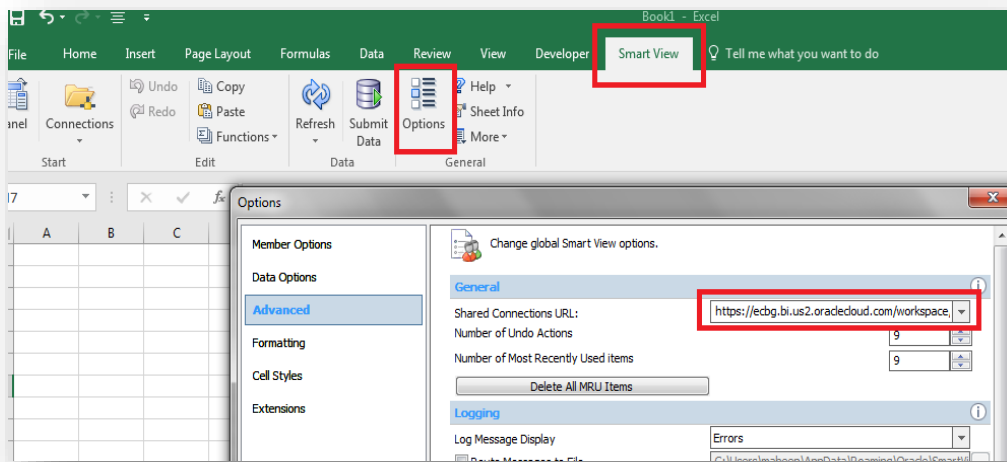
Use the following process to use SmartView features with Excel PNL – Universities Protectect.xlsx templates.

1. You will require OIT administrative rights to install the software
 - Executable to install SmartView add-on
 - Unzip the executable file and run as an Administrator



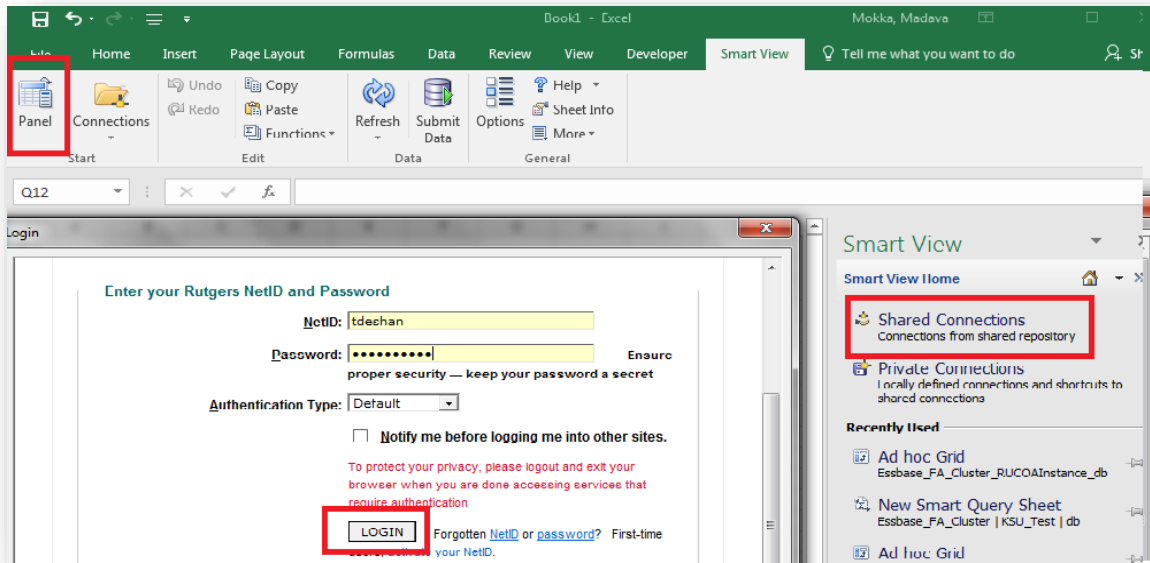
2. Establish a Connection:

- Open the Excel file and click on the SmartView tab
- Click Options and enter the following URL:
<https://ecbg.bi.us2.oraclecloud.com/workspace/SmartViewProviders>

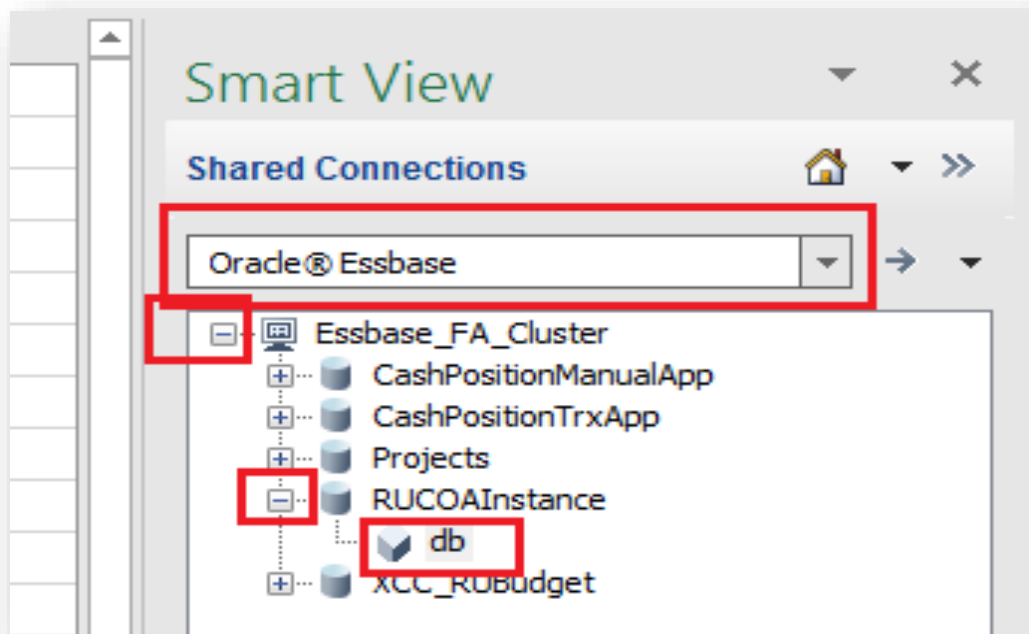


- Click on **OK**

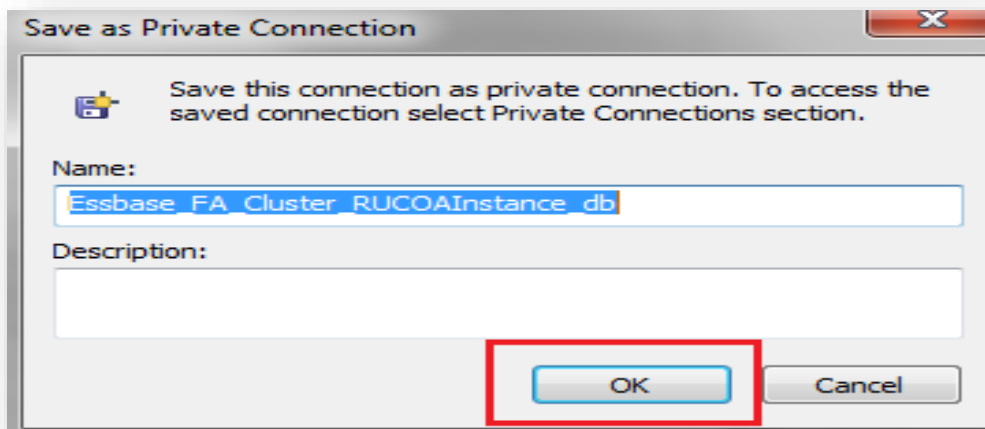
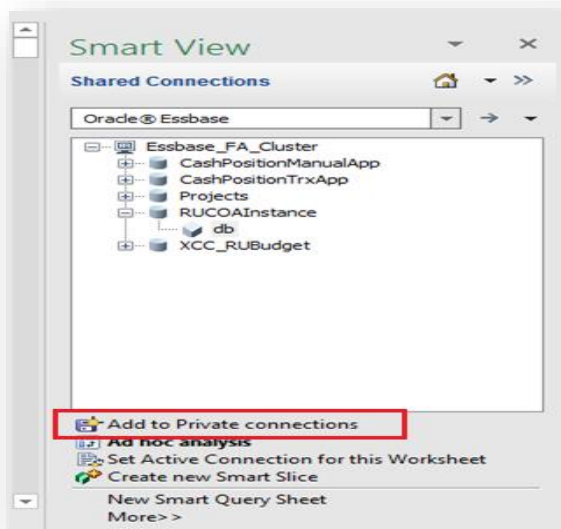
3. Go to the **SmartView panel icon** on the ribbon,
 - Click on the **Shared Connections**, then enter your log in credentials



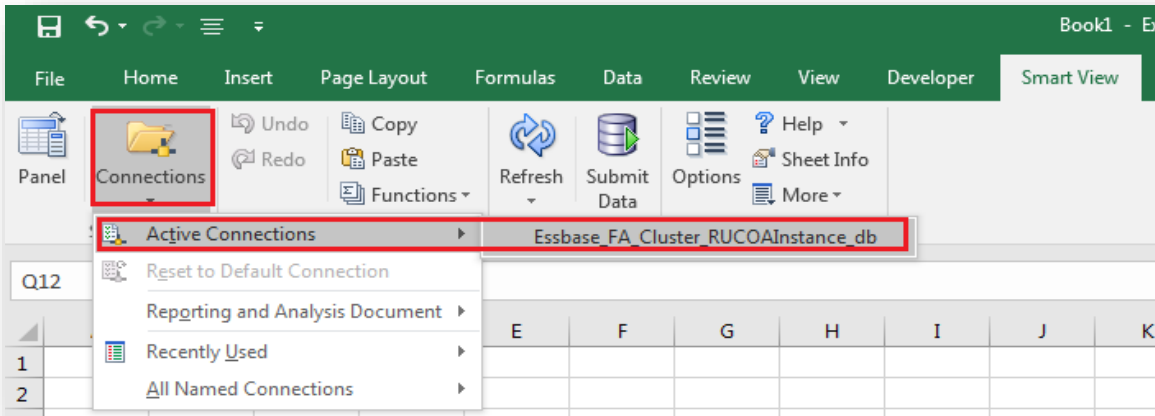
4. In the **Shared Connections**,
 - Select **Oracle Essbase - Essbase_FA_Cluster - RUCOAInstance - db**



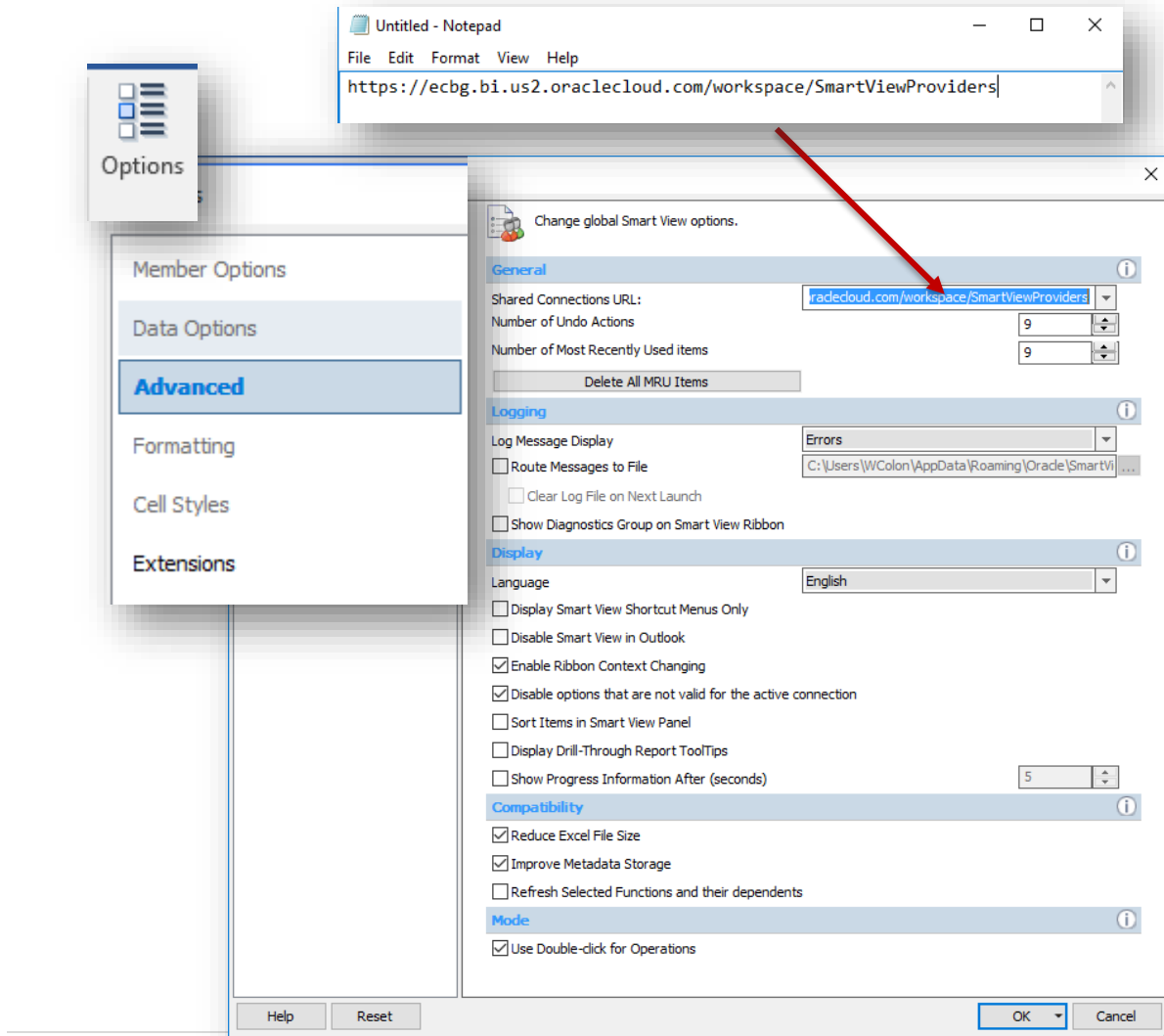
5. Select **Add a Private Connection** and type **Essbase_FA_Cluster_RUCOAInstance_db** then Click **OK**



6. Confirm that the Private Connection is established
Check **Active Connection : Essbase_FA_Cluster_RUCOAInstance_db**



7. Go to **Advanced Options** to verify you are connected to correct environment to pull data.



8. Go to **Advanced Options** for **Data Options Replacement Preference**.
 - Data Options – For Null Values

Missing
 # NumericZero
 # No Access
 # Invalid

