

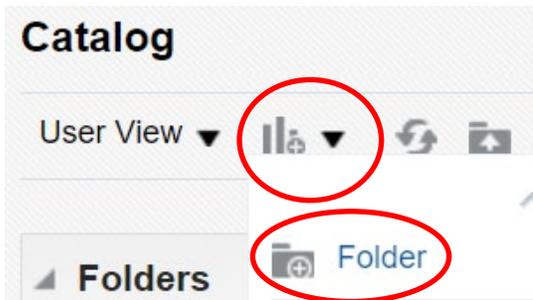
OBIEE 'Admin' User Facts

The below information will help Agency Security Officers and OBIEE users understand why an agency would need an OBIEE user with 'admin view' rights.

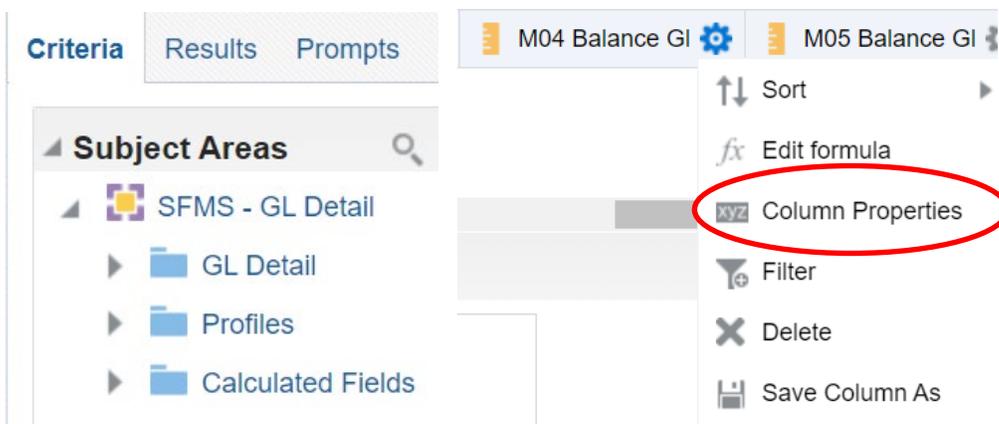
There are three main types of security view access to OBIEE (Admin, Author and Consumer). Approximately 99% of users should be set up as 'Author', as this will allow them to create, edit and save their OBIEE information. An 'Admin' has even more access than an Author and is a main reason there should be very few users within an agency with this access. A 'Consumer' has view only access.

If there are any questions about this information, please contact Datamart.Support@oregon.gov.

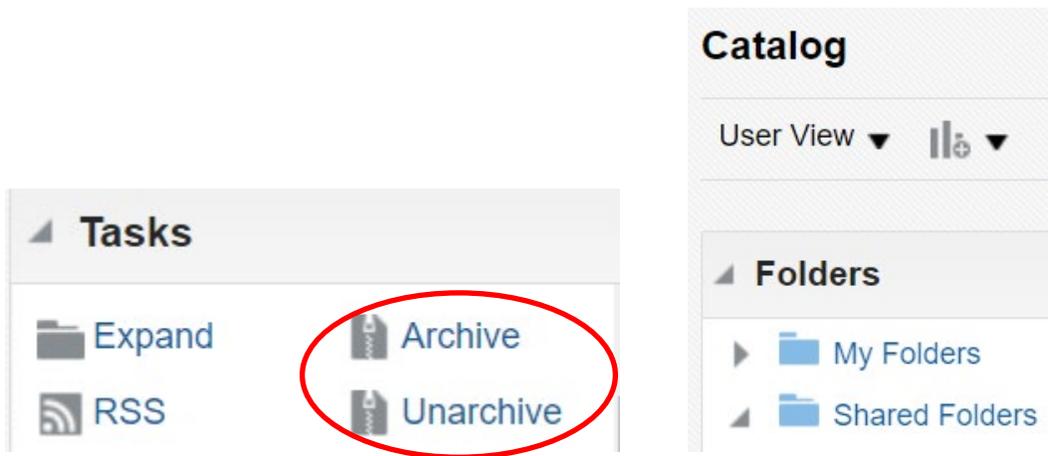
1. The main reason for an OBIEE user to be setup as an 'Admin' is to gain the ability to create folders within the 'Catalog' section of OBIEE. This is needed, because all OBIEE files must be saved/organized on the OBIEE server.
 - a. An admin should help other users with the creation of folders/subfolders within their agency's 'catalog' directory.
 - b. An Admin should *not* delete files within another agency's folder.
 - c. To add a folder to your agency's directory, go to the 'Catalog' section and to the right of 'user view' select the drop down menu and select 'folder'.



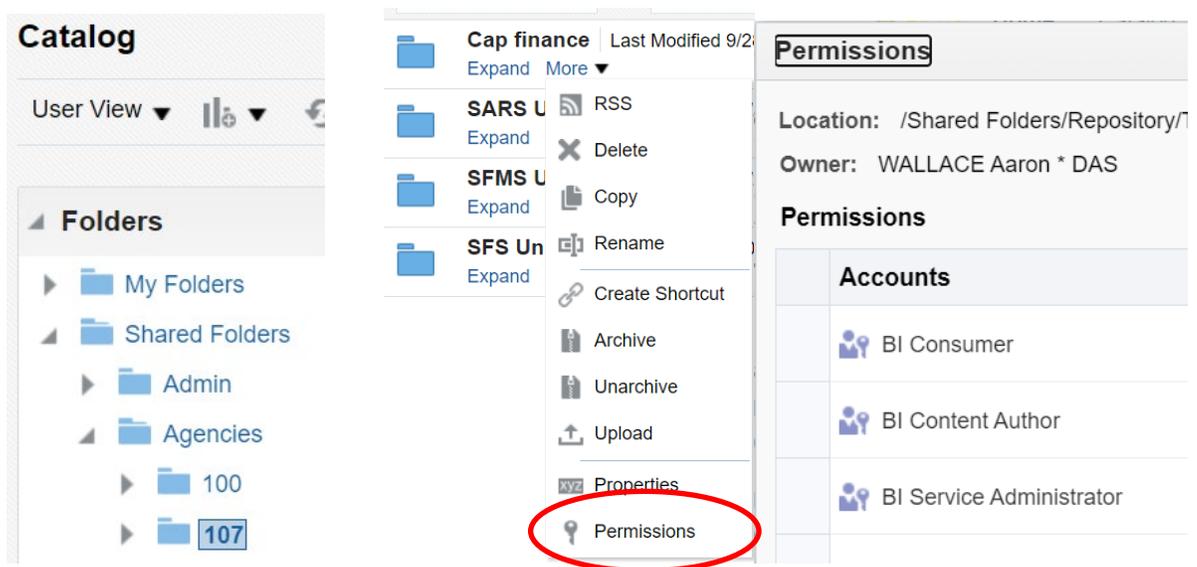
2. An OBIEE admin has the ability to alter the format of any field within an OBIEE subject area and save it on a statewide level. However, this ability should only be used after discussion with the Datamart team.
 - a. When creating an 'Analysis' an OBIEE admin has the ability, within the 'Criteria' section, to alter a field 'Data Format' and edit the 'Column Properties'.
 - b. Updating a field format will not affect the format within the DAS financial Datamart, it only changes within OBIEE.



3. An OBIEE admin has the ability to 'Archive' and 'Unarchive' files. The function is found within the 'task' area of the main 'Catalog' and 'Folders' section. This function should **only be used by the Datamart team**.



4. An OBIEE admin has the ability to change the 'permission' on an OBIEE file. The permission feature gives the user or multiple users the right to use the specific file.
- a. This feature should be used sparingly.



5. An OBIEE admin has access to the 'administration' section of OBIEE. This section should **only be used by the Datamart team**. Agency admin will **not** need this feature.

