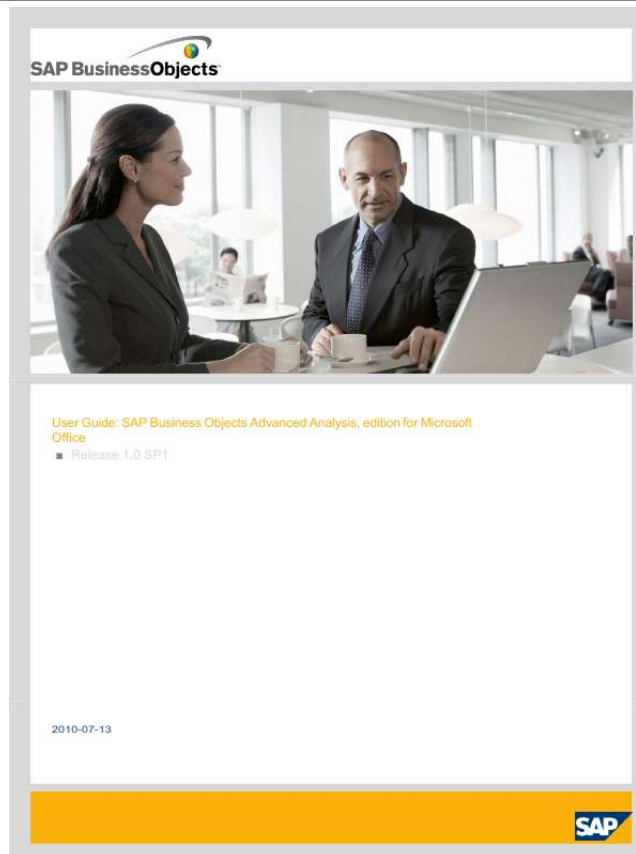




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Manual abstract:

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1.2 User profiles There are three user profiles for SAP BusinessObjects Advanced Analysis, edition for Microsoft Office: · Workbook Creator Users ude data sources. Typically, you use SAP BusinessObjects Enterprise to store and share workbooks in productive environments, but in test systems, you can also directly connect to a BW system. Using SAP BusinessObjects Enterprise enables you to save workbooks and presentations in a central management system and to reuse analysis view in other applications, like Crystal Reports or Advanced Analysis, Web edition. 9 2010-07-13 Getting Started 2.2 Working with Advanced Analysis in Microsoft Excel 2007 In Microsoft Excel 2007, Advanced Analysis is available as a separate tab in the ribbon. The ribbon is part of the Microsoft Office user interface above the main work area that presents commands and options. Starting in the 2007 Microsoft Office system, this replaces menus and toolbars. The Advanced Analysis tab contains the following groups: · · · · · Data Source Undo Data Analysis Display Insert Component Tools Design Panel Settings Data Source group The following table describes the options that this group contains for inserting and refreshing data sources. Icon Description Insert Data Source More information: To insert in a crosstab with data Refresh All To open and save existing workbooks, use the corresponding options in the Microsoft Office button.

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3 Working with Advanced Analysis in Microsoft PowerPoint 2007 In Microsoft PowerPoint 2007, Advanced Analysis is available as a separate tab in the ribbon. The ribbon is part of the Microsoft Office user interface above the main work area that presents commands and options.

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You can also include two toolbars: Standard and Analysis&Design. These toolbars contain most of the available options. To toggle between showing and hiding a toolbar, choose View > Toolbars and select the toolbar name. A checkmark beside a toolbar name indicates that the toolbar is currently showing.

Standard toolbar The standard toolbar contains the following options: Icon Description Open Workbook More information: To open a workbook Save Workbook More information: To save a workbook Insert Data Source More information: To insert in a crosstab with data Refresh All Undo Redo Prompts More information: Prompting 15 2010-07-13 Getting Started Icon Description Charts More information: To insert a dynamic chart Info Field More information: To insert an info field Filter More information: To insert a filter Convert to Formula More information: Converting crosstab cells to formula Display More information: Analyzing data with the design panel Pause Refresh Analysis&Design toolbar The Analysis&Design toolbar contains the following options: Icon Description Filter More information: To filter data by measure To filter data by member Sort Descending Sort Ascending Conditional Formatting More information: To define a Conditional Format Calculations Member Display Measure Display Totals 16 2010-07-13 Getting Started Advanced Analysis menu The Advanced Analysis menu contains all options that are available as icons in the toolbars plus the following options: · Styles · Settings More information: Settings · Help 2.5 Enabling and disabling the Advanced Analysis Add-In After installing Advanced Analysis, edition for Microsoft Office, the Add-In is available in the menu every time you open Microsoft Excel or Powerpoint. You can disable the Add-In so that it is not available when you open a Microsoft Excel or Powerpoint file. Related Topics · To enable or disable the Advanced Analysis Add-In in Microsoft Excel 2007 or Microsoft PowerPoint 2007 · To enable or disable the Advanced Analysis Add-In in Microsoft Excel 2003 2.5.1 To enable or disable the Advanced Analysis Add-In in Microsoft Excel 2007 or Microsoft PowerPoint 2007 Depending on how Advanced Analysis has been configured, you can enable or disable the Advanced Analysis Add-In in Microsoft Excel 2007 and Microsoft PowerPoint 2007.

1. Open any Microsoft Excel or Microsoft PowerPoint file. 2. Press the Microsoft Office Button. 3.

In Microsoft Excel, select Excel Options. In Microsoft PowerPoint, select PowerPoint Options. 4. In the "Excel Options" dialog box and the "PowerPoint Options" dialog box in the categories pane, select Add-Ins. 5.

In the Manage box, select COM Add-Ins. 6. Press Go.... 7. In the "COM Add-Ins" dialog box, activate or deactivate the option Advanced Analysis. 8. Press OK.

If you enable the Advanced Analysis Add-In, it is always available when you open Microsoft Excel 2007 or Microsoft PowerPoint 2007. 17 2010-07-13 Getting Started If you disable the Advanced Analysis Add-In, it is not available when you open Microsoft Excel 2007 or Microsoft PowerPoint 2007. To work with SAP BusinessObjects Advanced Analysis, edition for Microsoft Office, you have to open the program directly. 2.5.2 To enable or disable the Advanced Analysis Add-In in Microsoft Excel 2003 Depending on how Advanced Analysis has been configured, you can enable or disable the Advanced Analysis Add-In in Microsoft Excel 2003. 1. Open any Microsoft Excel file. 2. On the View menu, choose Toolbars > Customize.

... 3. Select the Commands tab.

4. In the Categories box, select Tools. 5. In the Commands box, select COM Add-Ins and drag it to a toolbar. 6.

On the toolbar, select COM Add-Ins to see the list of available add-ins. Note: The Advanced Analysis Add-In is only available in this list, if your administrator set the corresponding parameter in the registry. If you cannot see the Advanced Analysis Add-In, contact your administrator. 7. Activate or deactivate the option Advanced Analysis. 8. Press OK. If you enable the Advanced Analysis Add-In, it is always available when you open Microsoft Excel 2003. If you disable the Advanced Analysis Add-In, it is not available when you open Microsoft Excel 2003. To work with SAP BusinessObjects Advanced Analysis, edition for Microsoft Office, you have to open the program directly.

18 2010-07-13 Creating Workbooks Creating Workbooks 3.1 To insert in a crosstab with data To add a crosstab with data to a workbook, you select a data source in a SAP NetWeaver BW system. You need the appropriate authorizations for SAP BusinessObjects Enterprise and the relevant SAP NetWeaver BW systems to insert a data source in a workbook. For more information, contact your IT administrator. You can insert SAP BEx Queries, query views and SAP Netweaver BW InfoProvider as data sources. These data sources are stored in a SAP NetWeaver BW system. You can add multiple crosstabs to worksheet or workbook.



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The crosstabs can contain data from the same data source or from different sources. You can also use data sources that are stored in different systems in one workbook. 1.

Select the cell in the worksheet where the crosstab with the data from the selected data source should be inserted. 2. Select Insert Data Source. The "Log on to BusinessObjects Enterprise" dialog box appears. 3.

Enter your User, Password and the WEB Service URL to BusinessObjects Enterprise. Note: By selecting Skip you can log on to a BW system directly without using BusinessObjects Enterprise. Continue with step 8 if you use this log on. 4. Optional step: Enter System and Authentication.

You will normally not be asked to supply this information. However, if you are asked to log on to a special Central Management System (CMS), you can add these two additional fields to the dialog box by selecting Options. Enter the name of your Central Management System in the System field and the authentication type in the Authentication field. 5. Press OK. The "Select Data Source" dialog box appears. 6. Select a connection in the Show Connections list: If you select All, all available systems, Cubes / InfoProvider and Query / Query views on SAP BusinessObjects Enterprise are displayed. If you select System, all available systems on SAP BusinessObjects Enterprise are displayed. If you select Cube / InfoProvider, all available Cubes and InfoProvider on SAP BusinessObjects Enterprise are displayed.

If you select Query / Query View, all available Queries and query views on SAP BusinessObjects Enterprise are displayed. 19 2010-07-13 Creating Workbooks · If you select Local System, all systems in your local "SAP Logon" are displayed. 7. Select a system and Next. To select a Query, query view or InfoProvider directly, double-click the object you want to select. The "Logon to System" dialog box appears. 8. Enter Client, User and Password in the fields and press OK. If you want to specify the system language, select Options and enter the language in the Language field. 9.

Select a data source in the Select Data Source box and press OK. On the Folders tab, you can navigate in the Roles or InfoAreas views to find a data source. On the Search tab, you can search for the description or technical name of a data source. To retrieve data sources that begin with a specific string, you can type * after a partial string. A new crosstab with the data of the selected data source is inserted in the worksheet.

You can now analyze the data and change the displayed data set according to your needs. You can also add other components to your analysis, for example charts. 3.2 Defining style sets for crosstabs A style set is a collection of Microsoft Excel cell styles that is applied by Advanced Analysis to format the cells of a crosstab. Whenever you insert a new crosstab in a workbook, the styles in the current default style set are used to format the crosstab cells.

You can change the applied style set in your analysis. With Advanced Analysis, the following style sets and their cell styles are installed: · SAP Tradeshow Plus · SAP Blue · SAP Black&White By modifying the cell styles of these style sets, you can create your own style sets and share them with other users. 3.2.1 SAP cell styles SAP standard styles SAP standard styles are available after the installation of the Add-In. You can modify them in the Styles group on the Home tab of Microsoft Excel. They affect the formatting as described in the following table: 20 2010-07-13 Creating Workbooks Style Name Description SAPDimensionCell Format for dimension header cells. SAPMemberCell Format for member cells (non-hierarchical dimensions). SAPHierarchyCell Format for hierarchical member cells (even levels 0, 2, ..

..). SAPHierarchyOdd- Format for hierarchical member cells (odd levels 1, 3, ..) . Cell SAPMemberTotal- Format for member total cells. Cell SAPDataCell Format for data cells. SAPDataTotalCell Format for data total cells. SAPExceptionLev- Format for highlighted cells due to conditional formats (rule priorities 1-9).

e11-9 SAPEmphasized SAPBorder Format for highlighted data cells (as per query definition). Format for borders around a crosstab and between header/member and data cells (format for left border is taken). SAP custom styles The following SAP custom styles are not available after the installation of the Add-In, but you can create them in the Styles group on the Home tab of Microsoft Excel. They affect the formatting as described in the following table: Style Name Description SAPMemberCellX Format for member cells on columns (overriding SAPMemberCell). SAPMemberTotal- Format for member total cells on columns (overriding SAPMemberTotalCell).

CellX SAPHierarchyCellX Format for hierarchical member cells on columns, even levels (overriding SAPHierarchyCell). SAPHierarchyOdd- Format for hierarchical member cells on columns, odd level (overriding SAPHierarchyCell archyOddCell). SAPHierarchyCell0-9 Format for hierarchical member cells on specific level (overriding SAPHierarchyCell and SAPHierarchyOddCell). SAPHierarchyCel- Format for hierarchical member cells on specific level on columns (overriding IX0-9 SAPHierarchyCellX and SAPHierarchyOddCellX). Example: SAPMemberCellX The column headings are defined as SAPMemberCell.

If you want a different format for these cells than for member cells in rows, you can duplicate the SAPMemberCell, name it SAPMemberCellX and 21 2010-07-13 Creating Workbooks change the format definition. If you save this as style set, the member cells in column headings are displayed in the new defined format. The member cells in rows continue to be displayed as defined in the SAPMemberCell style. 3.2.2 To apply a style set You can apply one of the SAP style sets or any new defined style set to a workbook. 1. Choose Styles > Apply Style Set...

. The "Apply Style Set" dialog box appears. 2. In the list box, select the style set you want to apply. 3. Select the Set as Default check box if the style set should be applied as default in your workbooks. The default style set is used when you open a new workbook and insert a data source. 4. Press OK. The style set is applied to all crosstabs in your workbook.

3.2.3 To create a style set Based on available cell styles, you can define a new style set. You change the cell styles according to your needs using the Microsoft Excel style functionality. You can then save the new defined styles in a style set.

1. On the Home tab, in the Styles group, choose Cell Styles. The available cell styles are listed. 2. Modify the existing cell styles or create new ones according to your needs.

3. On the Advanced Analysis tab, in the Settings group, choose Styles > Save Style Set.... The "Save Style Set" dialog box appears. 4. Enter a Style Set Name. 5. Select the Set as Default check box if the style set should be applied as default in your workbooks.



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The default style set is used when you open a new workbook and insert a data source. 6. Press OK. The new defined style set is created and available in the list of style sets that can be applied to a workbook. 22 2010-07-13 Creating Workbooks 3.2.4 To share a style set You can share a style set with other users by exporting the style set to a local fileshare. Other users can import the style sheet and use it for the analysis. 1. Apply the style set that you want to export.

2. Choose Styles > Export Style Set...

3. Save the style set as XML format. The XML file contains the cell styles of the three SAP style sets and your currently applied style set. 4. Choose Styles > Import Style Set.

... 5. Select a style file from the server and press Open. 6. Save the imported styles as new style set. You have exported a style set to be used by other users and / or you have imported a style sheet to use it in your analysis. 3.2.

5 To delete a style set You can delete all user-defined style sets. The standard SAP style set that are installed with the Add-In can not be deleted. 1. Choose Styles > Delete User Style Set. The "Delete User Style Set" dialog box appears. 2. In the list box, select the style set you want to delete. 3. Press OK. The style set is deleted and no longer available in the list of style sets that can be applied to a workbook.

3.3 Inserting other components In addition to crosstabs, you can add the following components to your analysis: · Charts to provide a graphical presentation of the data in the crosstab. · Info fields to provide metadata information. · Filters to provide simplified filtering for end users. 23 2010-07-13 Creating Workbooks 3.

3.1 To insert a dynamic chart 1. Select a cell of the crosstab that you want to visualize in a chart. By inserting a chart with Advanced Analysis, the data of the entire crosstab is visualized in the chart. If you want to visualize only a subset of the crosstab data, you can use Microsoft Excel functionality.

2. Press the Chart button. The chart is added to the analysis. You can position it in the worksheet using drag and drop. 3. Modify the chart. To modify the chart, you can use Microsoft Excel options for charts. For example, you can change the chart type or define a data range for the chart. 4. You can move the chart to another worksheet in the workbook.

On the Component tab in the design panel, select the chart you want to move, and open the Move to dialog. Select the sheet that should contain the chart and press OK. The chart is added to the analysis according to your configuration. The chart is updated automatically when you change the displayed data in the crosstab. 3.3.2 To insert an info field You can insert information fields to provide additional information on data displayed in the workbook sheets. 1. Select

an empty cell where you want to place the info field. 2.

Select the info field you want to insert. · Choose Info Field and one of the listed fields: Data Source Name, Last Data Update, Key Date, Effective Filters, Variables. If you want to insert other info fields, use the second option. The info field is added to worksheet. If you use more than one data source in your analysis, you are prompted to select a data source.

· You can also drag and drop the info fields from the Information tab in the design panel to a cell in the worksheet. Select the data source on the top of the tab and drag and drop the information you want to insert as info field. For dynamic info fields (filters and variables), you have to use the first option. The info fields are inserted with label and source information. The functions used for the formulas are SAPGetInfoLabel and SAPGetSourceInfo.

The formulas are created automatically. 24 2010-07-13 Creating Workbooks 3.3.3 To insert a filter You can insert a filter component to your analysis to simplify the filtering. This helps you to quickly change the view of the displayed data, for example to different periods of time. 1. Select an empty cell where you want to place the filter component. 2. Choose Filter and select one of the listed dimensions to insert a filter component for this dimension. The dimension name and a filter component formula are inserted in the worksheet.

The functions used for the formulas are SAPGetDimensionInfo and SAPSetFilterComponent. The formulas are created automatically. 3. Optional Step: Specify the filter component formula. The formula that is inserted automatically, allows the user to select multiple members for filtering. It looks like this:

=SAPSetFilterComponent("DS_2"; "OCALYEAR"; "ALL"). You can add one of the following parameters to the formula: SINGLE, MULTIPLE,

LOWERBOUNDARY, UPPERBOUNDARY to specify the filtering options. If you add the parameter SINGLE, the user can only select one member for filtering. The formula looks like this: =SAPSetFilterComponent("DS_2"; "OCALYEAR"; "ALL"; "SINGLE"). You can also insert filter components to enable a range selection.

Insert two filter components for the same dimension and add to one the parameter LOWERBOUNDARY and to the other the parameter UPPERBOUNDARY. You can now filter for the lower and upper bounds of a range. 4. Optional step: Format the filter component. You can use the formatting options of Microsoft Excel to format cells of the filter component.

5. Select the filter icon to define a filter. All tables on the current sheet that contain this dimension, will be filtered according to the selected filter. On the Components tab in the design panel, you can define which tables should be affected if not all tables should be filtered accordingly. The filter is added to the analysis according to your configuration.

Related Topics · SAPGetDimensionInfo · SAPSetFilterComponent 3.4 Working with formulas In Advanced Analysis, edition for Microsoft Office, you can use the standard functions of Microsoft Excel to build formulas. The Add-in also contains an own set of functions that you can use to build formulas. 25 2010-07-13 Creating Workbooks You can use these functions to include data and meta data of used data sources into your analysis. For example, you can insert information fields on data source properties, display the measure filter or list the variables of a data source. With the SAPGetData function, you can also define measure values for certain member combinations. A Microsoft Excel formula for Advanced Analysis consists of a function and references to the data source, measures and/or dimensions. You can use the text or the key of an object to use it as reference. You can also use a cell value like B10 as reference. The formula alias of a data source is displayed and can be changed in the data source properties on the Components tab in the design panel.

For measures, dimensions and their members text references are better to read, but if you want to create a multi-language enabled analysis or there are duplicate texts in the meta data of your data source, you should reference these objects with their keys.



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Advanced Analysis functions The following functions are available in the Advanced Analysis category: · SAPGetData · SAPGetDimensionDynamicFilter · SAPGetDimensionEffectiveFilter · SAPGetDimensionInfo · SAPGetDimensionStaticFilter · SAPGetDisplayedMeasures · SAPGetInfoLabel · SAPGetMeasureFilter · SAPGetMember · SAPGetSourceInfo · SAPGetVariable · SAPGetWorkbookInfo · SAPListOfEffectiveFilters · SAPListOfVariables · SAPSetFilterComponent Related Topics · SAPGetData · SAPGetDimensionDynamicFilter · SAPGetDimensionEffectiveFilter · SAPGetDimensionInfo · SAPGetDimensionStaticFilter · SAPGetDisplayedMeasures · SAPGetInfoLabel · SAPGetMeasureFilter · SAPGetMember · SAPGetSourceInfo · SAPGetVariable · SAPGetWorkbookInfo · SAPListOfEffectiveFilters

26 2010-07-13 Creating Workbooks · SAPListOfVariables · SAPSetFilterComponent
3.4.1 To create a formula To create a formula with Advanced Analysis functions: 1. Select the cell in which you want to enter the formula. 2. To start the formula with a function, press the Insert Function button on the formula bar. The "Insert Function" dialog box appears. 3. Select Advanced Analysis in the

Select a category box.

4. Select a function. 5. Press OK. The "Function Arguments" dialog box appears.

6. Enter the arguments. To enter cell references as an argument, press the Collapse Dialog button (which temporarily hides the dialog box), select the cells on the worksheet, and then press the Expand Dialog button. 7. When you complete the formula, press OK.

3.4.2 SAPGetData The function returns the measure value for a specific dimension member combination. Note: The formula can only return values for member combinations that are part of the current navigation state of the data source. For example, if the navigation state of the data source displays the dimension Region in rows and the measures Sales Volume in columns, you can create a formula to return a value for a particular region, but you can not return a value for a special customer, even if customer information is available in the data source. This formula consists of at least 3 parameters and is made up of the following arguments: · Data Source Enter the formula alias for the data source. You can set the alias when configuring the data source on the

Components tab in the design panel. · Measure Enter the name of measure, for example "Incoming Orders". 27 2010-07-13 Creating Workbooks · Member combination There are two forms to enter the member combination: · Enter one parameter as member combination, for example "Region=France;Product=Services". This form is used for converting to formula.

Enter several parameters as member combination, for example "Region";"France";"Product";"Services". This form can only be entered manually. It is recommended for member combinations that use cell references. Example: 3 Parameters formula Cell H20: =SAPGetData("Data_Provider_1", "Incoming Orders", "Region=France;Product=Services") The data for the value in this cell come from data source Data_Provider_1. The name of the measure is Incoming Orders. The member combination is France and Services. The formula in cell H20 therefore uses the data from in Data_Provider_1 to calculate the incoming orders for Region France and Product Services. If you change France to Germany in the formula, the incoming orders for Germany and Services are displayed in cell H20. Example: >3 Parameters formula with cell reference Cell H20: =SAPGetData("Data_Provider_1", "Incoming Orders", "Region";"B10";"Product";"Services") The data for the value in this cell come from data source Data_Provider_1. The name of the measure in Incoming Orders.

The member combination is the region that is entered in cell B10 and Services. For example, if you enter Spain in cell B10. the formula in cell H20 uses the data from Data_Provider_1 to calculate the incoming orders for Region Spain and Product Services. If you change Spain to France in the cell B10, the incoming orders for France and Services are displayed in cell H20. 3.

4.3 SAPGetDimensionDynamicFilter The function returns the dynamic filter of a dimension. Dynamic filters are defined by the user. This formula consists of 3 parameters and is made up of the following arguments: · Data Source Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel.

· Dimension Enter the technical name of the dimension. · Member Display You can enter TEXT or KEY to define how the filtered members should be displayed in the workbook. 28 2010-07-13 Creating Workbooks Example: Cell F20: =SAPGetDimensionDynamicFilter("DS_1";"0DIVISION";"TEXT") You add a filter for dimension 0DIVISION and the following members are displayed in the analysis: Paints, Lighting, Foods. If you enter the formula in cell F20, the three filtered members are displayed in cell F20 as text.. 3.4.4 SAPGetDimensionEffectiveFilter The function returns all effective filters of a dimension: Dynamic filters that are defined by the user, static filters that are defined in the underlying source, and filters by measure that are defined for the selected dimension. This formula consists of 3 parameters and is made up of the following arguments: · Data Source Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel.

· Dimension Enter the technical name of the dimension. · Member Display You can enter TEXT or KEY to define how the filtered members should be displayed in the workbook. Example: Cell F20: =SAPGetDimensionEffectiveFilter("DS_1";"0DIVISION";"TEXT") If you enter the formula in cell F20, the members of 0DIVISION that are currently filtered by the user, the static filters that are defined in the data source and the filters by measure for this dimension are displayed in cell F20 as text. If no static filters are defined for the data source, only the dynamic filter members and filters by measure are displayed. 3.4.5

SAPGetDimensionInfo The function returns the name of a dimension or the name of an active hierarchy. This formula consists of 3 parameters and is made up of the following arguments: · Data Source 29 2010-07-13 Creating Workbooks Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · Dimension Enter the technical name of the dimension.

· Property Name You can enter the following property names: · NAME · ACTIVEHIERARCHY Example: Cell F20:

=SAPGetDimensionInfo("DS_1";"0DIVISION";"NAME") If you enter the formula in cell F20, the name of dimension 0DIVISION is displayed in cell F20.



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3.4.6 **SAPGetDimensionStaticFilter** The function returns the static filter of a dimension. Static filters are defined in the underlying source and cannot be changed by the user.

This formula consists of 3 parameters and is made up of the following arguments: · **Data Source** Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · **Dimension** Enter the technical name of the dimension. · **Member Display** You can enter TEXT or KEY to define how the filtered members should be displayed in the workbook. Example: Cell F20: =SAPGetDimensionStaticFilter("DS_1";"0MATERIAL";"KEY") If you enter the formula in cell F20, the static filter of dimension 0MATERIAL is displayed in cell F20.

30 2010-07-13 Creating Workbooks 3.4.7 **SAPGetDisplayedMeasures** The function returns a list of all measures displayed in the analysis as text. This formula is made up of the following argument: **Data Source**. Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. Example: Cell G10: =SAPGetDisplayedMeasures("DS_1") If you enter the formula in cell G10, all measures that are currently displayed in the crosstab are listed in cell G10. If you add or remove a measure from the crosstab, the list in cell G10 is updated accordingly. 3.4.

8 **SAPGetInfoLabel** The function returns the language dependant label of a specific info field. The available property names correspond to the info fields that are available for workbook and data sources on the Information tab in the design panel. Using this functions, the info field labels are displayed in the selected UI language. The info field values can be inserted with function SAPGetWorkbookInfo and SAPGetSourceInfo. This formula is made up of the following argument: **Property Name**. For workbook related info fields, you can enter the following property names: · **WorkbookName** · **CreatedBy** · **CreatedAt** · **LastChangedAt** · **LastRefreshedAt** · **LogonUser** For data source related info fields, you can enter the following property names: · **DataSourceName** · **LastDataUpdate** · **LastRefreshedAt** · **LastDataUpdateMP** · **KeyDate** · **QueryName** 31 2010-07-13 Creating Workbooks **QueryTechName** · **QueryCreatedBy** · **QueryCreatedAt** · **QueryLastChangedBy** · **QueryLastChangedAt** **InfoProviderTechName** **InfoProviderName** **System** Example: Cell D20: =SAPGetInfoLabel("QueryName") The label of the info field is displayed in the selected UI language, for example in English: Query Name. 3.4.9 **SAPGetMeasureFilter** The function returns a list of all filtered measures and their rules defined for a data source. This formula is made up of the following argument: **Data Source**.

Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. Example: Cell G10: =SAPGetMeasureFilter("DS_1") If you enter the formula in cell G10, all measures that have a filter definition and the corresponding rules are displayed in a list in cell G10. If you add or remove a filter to a measure, the list in cell G10 is updated accordingly. 3.

4.10 **SAPGetMember** The function returns the dimension member or attribute. This formula consists of 3 parameters and is made up of the following arguments: · **Data Source** Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. 32 2010-07-13 Creating Workbooks · **Dimension Member** Enter the technical name of a dimension and assign a member key, for example "0DIVISION=R1".

· **Member Display** You can enter TEXT or KEY to define how the filtered members should be displayed in the workbook. Example: Cell G15: =SAPGetMember("DS_1";"0DIVISION=R1";"TEXT") You want to display the text for the member Retail. The key for Retail is R1. If you enter the formula in cell G15, the text of member R1 (Retail) is displayed in cell G15. 3.4.11 **SAPGetSourceInfo** The function returns an info field value of a data source. The info field label can be inserted with the function SAPGetInfoLabel. The available property names correspond to the info field values that are available for data sources on the Information tab in the design panel. This formula consists of 2 parameters and is made up of the following arguments: · **Data Source** Enter the formula alias for the data source.

You can set the alias when configuring the data source on the Components tab in the design panel. · **Property Name** You can enter the following property names: · **DataSourceName** · **LastDataUpdate** · **LastRefreshedAt** · **LastDataUpdateMP** · **KeyDate** · **QueryName** · **QueryTechName** · **QueryCreatedBy** · **QueryCreatedAt** · **QueryLastChangedBy** · **QueryLastChangedAt** · **InfoProviderTechName** · **InfoProviderName** · **System** 33 2010-07-13 Creating Workbooks Example: Cell D20: =SAPGetInfoLabel("DataSourceName") Cell E20: =SAPGetSourceInfo("DS_1";"DataSourceName") In cell D20, the label Data Source Name is displayed. In cell E20, the name of the data source with alias DS_1 is displayed, for example Sales Volume Europe. 3.4.12 **SAPGetVariable** The function returns a description or current values for a specific BW variable. This formula consists of 3 parameters and is made up of the following arguments: · **Data Source** Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · **Variable Name** Enter the technical name of the variable. · **Property Name** You can enter the following property names: · **VALUE** If you enter VALUE, the current value of the variable is displayed.

· **VALUEASKEY** If you enter VALUEASKEY, the current value of the variable is displayed as key. · **DESCRIPTION** If you enter DESCRIPTION, the variable name is displayed. Example: Cell F20: =SAPGetVariable("DS_2";"0BW_VAR";"DESCRIPTION") If you enter the formula in cell F20, the name of variable 0BW_VAR is displayed in cell F20. 3.4.

13 **SAPGetWorkbookInfo** 34 2010-07-13 Creating Workbooks The function returns an info field value of the current workbook. The info field label can be inserted with the function SAPGetInfoLabel. The available property names correspond to the info field values that are available for workbooks on the Information tab in the design panel. This formula is made up of the following argument: **Property Name**. You can enter the following property names: · **WorkbookName** · **CreatedBy** · **CreatedAt** · **LastChangedBy** · **LastRefreshedAt** · **LogonUser** Example: Cell D20: =SAPGetInfoLabel("WorkbookName") Cell E20: =SAPGetWorkbookInfo("WorkbookName") In cell D20, the label Workbook Name is displayed.



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In cell E20, the name used for saving the workbook is displayed, for example Sales in Europe. 3.4.14 SAPListOfEffectiveFilters The function returns a list of all effective filters of a data source. This formula consists of 2 parameters and is made up of the following arguments: · Data Source Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · Member Display You can enter TEXT or KEY to define how the filtered members should be displayed in the workbook. Example: Cell F20: =SAPListOfEffectiveFilters("DS_1";"TEXT") You have added the dimension Region from data source DS_1 to your analysis. You filter this dimension and the following members are part of the analysis: California, Arizona, Florida, Nevada. If you enter 35 2010-07-13 Creating Workbooks the formula in cell F20, the name of the dimension is displayed in cell F20 and the four filtered members are listed as text in cell G20.

3.4.15 SAPListOfVariables The function returns a list of all variables of a data source. This formula consists of 2 parameters and is made up of the following arguments: · Data Source Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · Member Display You can enter TEXT or KEY to define how the filtered members should be displayed in the workbook. Example: Cell F20: =SAPListOfVariables("DS_2";"TEXT") If you enter the formula in cell F20, all BW variables with values in data source DS_2 are listed with their values in the worksheet. The first variable name is displayed in cell F20, the next in cell F21 and so on. The corresponding values are listed in G20, G21 and so on. 3.

4.16 SAPSetFilterComponent The function creates a filter component, and set the members selected by the user as a filter. You can click the filter icon to change your filter definition in a dialog box. This formula consists of 4 parameters and is made up of the following arguments: · Data Source Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · Dimension Name Enter the technical name of the dimension. · Target Data Source You can enter ALL or a list of formula aliases for data sources that should be affected. 36 2010-07-13 Creating Workbooks · Selection Type Enter one of the following selection types: · SINGLE With this selection type, you can select only one member for filtering. · MULTIPLE With this selection type, you can select multiple members for filtering. · LOWERBOUNDARY With this selection type, you can define a member as a lower boundary, for example a date.

· UPPERBOUNDARY With this selection type, you can define a member as an upper boundary, for example a date. You can also insert two filter components in your analysis to define a period of time with a lower boundary date and an upper boundary date. Example: Cell E25: =SAPSetFilterComponent("DS_1";"ODIVISION";"ALL";"MULTIPLE") If you enter the formula in cell E25, the members that are currently filtered are displayed in cell E25. If you select the filter icon next to cell E25, you can change your filter definition. 3.5 Converting crosstab cells to formula You can convert all cells of a crosstab into formulas with one step. This deletes the crosstab object and defines every row in the table as a Microsoft Excel formula. The result values called from the server with the formula are still displayed in the table. The formula of the selected cell is displayed in the formula bar. In formula mode, you can edit the analysis table using Microsoft Excel formatting and formula functions and make further calculations using the existing data.

In formula mode, you can use all Microsoft Excel formatting functions. With the deletion of the design item, the individual formatting of the data will not be overwritten by the standard formatting in the crosstab the next time you update this data. For example, if you select a color to highlight interim results in the table and then navigate in this table, only the data for the values from the server is called and not the standard formatting from the crosstab. Your individual formatting is retained. You can use the Microsoft Excel formula functions to make further calculations on the basis of existing data. You can also copy the formula for a cell to another cell outside the table and thus work independently of the original table. If the workbook contains two crosstabs based on different data providers, you can combine the data from both data providers for your calculations. 37 2010-07-13 Creating Workbooks The Formulas Formulas with the following functions are composed in the formula mode: · SAPGetData · SAPGetMember · SAPGetDimensionInfo Examples for working in formula mode In formula mode, you can use various functions to modify the layout and perform additional calculations. · · · · You can highlight cells by formatting the font and background color. You can insert spaces to make the display easier to read.

You can copy parts of the table or individual cells to another position in the workbook in order to compare particular values. You can re-use cells. You can overwrite a members with another one, or add one in order to call data that you need from the BI server. If member "3.2007" is used to read the sales revenue for March 2007, for example, you can replace the 3 with a 4, thus using member "4.

2007" to obtain the sales revenue for April 2007, provided that the data provider contains this data. You can also calculate additional subtotals. You can create offers based on data from various data providers. · · Restrictions Converting to formula mode has the following consequences: · Navigation using Drag & Drop is no longer possible. · The context menu is not available.

· The number format in the cells is set to standard. · You cannot switch back to analysis mode. To do this, you have to re-open the workbook. Related Topics · To convert a crosstab to formula 3.5.1 To convert a crosstab to formula 1. Insert a crosstab into a workbook 2. Select Convert to Formula. This performs the following steps: · · Transfer of formatting is deactivated. Texts that are not displayed because they occur several times in a column or row, are repeated in each cell automatically to produce valid formulas.

You can also execute this step manually by selecting the Repeat Members check box for the crosstab on the Components tab in the design panel. Every cell in the crosstab is defined as a Microsoft Excel formula. · 38 2010-07-13 Creating Workbooks Note: All currently displayed cells of the crosstab are converted to formula.



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Cells in a hierarchy that are currently not expanded, are not converted. · Crosstab object is deleted. All currently displayed cells of the crosstab are converted to a formula using the functions SAPGetData, SAPGetMember and SAPGetDimensionInfo. 3.6 Working with macros Advanced Analysis contains API methods that can be used in VBA macros. Macros are created in the Visual Basic Editor. The Visual Basic Editor can be used to write and edit a macro that is attached to a Microsoft Office Excel workbook.

The macros can be connected to UI elements that are available on the Developer tab in the menu. The creation and usage of VBA macros is described in the Microsoft Office documentation. The following section describes the API methods of Advanced Analysis. The following methods are available in Advanced Analysis: · SAPSetFilter · SAPSetPrompt Related Topics · SAPSetFilter · SAPSetVariable 3.6.

1 SAPSetFilter With the API method, you can define which members of a dimension should be filtered. To call the method, use Application.Run and specify the following parameters: · Formula Alias Enter the formula alias for the data source. You can set the alias when configuring the data source on the Components tab in the design panel. · Dimension Name or technical name of the dimension that is to be filtered.

· Member 39 2010-07-13 Creating Workbooks String that represents the member filter for the dimension, for example technical names or a variable. The string "ALLMEMBERS" or an empty string clears the filter and select all members. Note the syntax rules for entering values. · Member Format · Text Single member as text. · Key Single member as key. · INTERNAL_KEY Single member with its internal key. · INPUT_STRING Complex selection of members. Note: The KEY and INTERNAL_KEY depend from the InfoObject modeling in SAP NetWeaver BW. Example: Application.Run("SAPSetFilter", "D1", "OSOLD_TO__OCOUNTRY", "CA;US;DE", "INPUT_STRING") With this example, you set the filter for dimension OSOLD_TO__OCOUNTRY of data source D1 to the countries USA, Canada and Germany using the member format INPUT_STRING.

Related Topics · Syntax for entering values 3.6.2 SAPSetVariable With the API method, you can define values for input-ready BW variables (prompts). To call the method, use Application.Run and specify the following parameters: · Prompt Name Name or technical name of the BW variables that is to be filtered. · Prompt Value String that represents the value for the prompt, for example the technical name. Note the syntax rules for entering values. · Value Format 40

2010-07-13 Creating Workbooks · Text Single member as text. · Key Single member as key. · INTERNAL_KEY Single member with its internal key. · INPUT_STRING Complex selection of members. Note: The KEY and INTERNAL_KEY depend from the InfoObject modeling in SAP NetWeaver BW. Related Topics · Syntax for entering values 3.6.3 Syntax for entering values Follow these syntax rules when you enter members for filtering and values for prompting.

Description Example Equal to Exclude value Value range Exclude value range Greater than Exclude values greater than <value limit> Greater than or equal to Exclude values greater than or equal to <value limit> Less than Exclude values less than <value limit> Less than or equal to 15 !22 1-5 !6-9 >8 !>8 >=8 !>=8 <12 !<12 <=12 Exclude values less than or equal to <value limit> !<=12 41 2010-07-13 Creating Workbooks Description Example Contains pattern

(for example, all values that begin A* with A)* Exclude values that contain pattern (for example, !A* exclude all values that begin with A)* Dimension hierarchy node <Dimension Attribute> (<Technical Name of Dimension>) for example ELEMENT1(WBS_ELEMENT) Text hierarchy node <Technical Name of Hierarchy Node (OHIER_NODE) for example EUROPE(=HIER_NODE) Delimiter for multiple values; semicolon followed by a space *You can not use these syntax rules for filtering. 1-5; >12; !8 42 2010-07-13 Analyzing Data Analyzing Data 4.1 To open a workbook You can open a workbook that is stored on the SAP BusinessObjects Enterprise Server. By opening, you see the navigation state that was saved with the workbook. You can navigate through the data and design different views on the data.

You can also add new data source or components. 1. Choose the Microsoft Office Button and Open Workbook. 2. Enter your User, Password and the WEB Service URL to BusinessObjects Enterprise and press OK. 3. Select a workbook. You can search for a workbook name or select a workbook in the BOE folder structure. 4. Press OK.

The workbook is opened in Advanced Analysis. 5. Choose Refresh All to refresh the data sources. Note: If the workbook property Refresh Workbook on Opening is selected on the Components tab in the design panel, the refresh is executed automatically. In this case, you do not need to refresh the data sources manually. The selected workbook is opened in Advanced Analysis and you can start your analysis. 4.2 Analyzing data with the design panel The Advanced Analysis design panel is an additional element on the user interface that you can use to create new views on your data, to find information on the used data sources and on the components of the workbook. The design panel consists of three tabs: Analysis, Information and Components. You can show and hide the design panel by choosing Display for the design panel.

You can choose Pause Refresh to deactivate the refresh after each navigation step. With the deactivated refresh, you can design a new view on your data with multiple navigation steps. All steps will be executed at once when you choose Pause Refresh again to activate the refresh. Note that most functions in the 43 2010-07-13 Analyzing Data menu are not available when Pause Refresh is switched on. You should only work on the Analysis tab when the automatic refresh is deactivated.

Related Topics · The Analysis tab · The Information tab · The Components tab 4.2.1 The Analysis tab On the Analysis tab, you can see the available fields for one data source and which fields are currently used to display the data in a crosstab in columns and rows. If you use multiple data sources in your analysis, select a crosstab cell of the desired data source to specify which data source information should be displayed. The Analysis tab contains four sections: ·

<Data source> The heading for this section is the name of the selected data source. You can verify here if you have selected the proper data source. The section displays all fields of the data source: measures, dimensions, attributes and hierarchies. · Columns This section contains all fields that are currently displayed in columns.

Opening is selected on the Components tab in the design panel, the refresh is executed automatically. In this case, you do not need to refresh the data sources manually. The selected workbook is opened in Advanced Analysis and you can start your analysis. 4.2 Analyzing data with the design panel The Advanced Analysis design panel is an additional element on the user interface that you can use to create new views on your data, to find information on the used data sources and on the components of the workbook. The design panel consists of three tabs: Analysis, Information and Components. You can show and hide the design panel by choosing Display for the design panel.

You can choose Pause Refresh to deactivate the refresh after each navigation step. With the deactivated refresh, you can design a new view on your data with multiple navigation steps. All steps will be executed at once when you choose Pause Refresh again to activate the refresh. Note that most functions in the 43 2010-07-13 Analyzing Data menu are not available when Pause Refresh is switched on. You should only work on the Analysis tab when the automatic refresh is deactivated.

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· Rows This sections contains all fields that are currently displayed in rows. · Background Filter This sections contains all fields that are currently defined as background filters. Navigating through the data Using the Analysis tab, you have the following opportunities to analyze the data and create new views on the data: · You can use the context menu to move fields in the four sections, for example you can add a new dimension from the <Data source> section to the Rows. · You can use drag and drop to move fields in the four sections. · You can use drag and drop to add rows and columns to the crosstab. Drag a field directly to the crosstab and drop it. Automatically, the field is added to the corresponding section on the Analysis tab.

· You can also use drag and drop to remove a field from the crosstab. Select the border of a cell in the crosstab to drag the field to the Analysis tab and drop it there. 44 2010-07-13 Analyzing Data · You can use the context menu to create, change and remove filters. If a filter is defined for a object, you see a filter icon beside this object. 4.2.2 The Information tab On the Infomation tab, you can see detailed information on a data source or the complete workbook. You also find information on filters and variables on this tab. The general information is displayed as text elements. In the Information for list, you can select the complete workbook or one of the inserted data sources.

The information fields are displayed for the selected object. You can insert these fields in the analysis with drag and drop. For a workbook, the following information is displayed: · Workbook Name · Created By · Variables · Logged On User · Last Refreshed At · Created At · Last Changed At For a data source, the following information is displayed: · Data Source Name · Key Date · Last Data Update · Filter · Query Technical Name · InfoProvider Technical Name · InfoProvider Name · Created By · Last Changed By · Last Changed At · System Related Topics · To insert an info field · To insert a filter 45 2010-07-13 Analyzing Data 4.2.3 The Components tab On the Components tab, you can see a list of all components used in the workbook and the properties of these components.

You can select if the components should be listed by data source or by sheet. In both cases the highest node of the list is the workbook. Below you find the data sources with their components or the sheets with their components. You can use the context menu to copy or delete a component or to move it to another sheet of the workbook. On a data source, you can create a new table with the context menu.

On a filter, you can locate the filter in the analysis. The following components and properties are displayed: Component Properties Description Name Displays the name of the workbook. The workbook name is defined when saving the workbook. If you select this check box, the data sources in the workbook are refreshed every time the workbook is opened. If you select this check box, the prompting dialog is displayed on every refresh. If you select this check box, the defined prompt values are saved with the workbook Displays the data source name. You can change it here. Displays the technical name of the data source. Displays the formula alias. You can change it here.

Displays the system alias. Displays the sheet name. Refresh Worbook on Opening Workbook Force Promp for Initial Refresh Store Prompts with Workbook Data Source Name Data Source Technical Name Data source Formula Alias System Alias Sheet Name 46 2010-07-13 Analyzing Data Component Properties Description Name Formula Alias Data Source Name Range Displays the crosstab name. You can change it here. Displays the formula alias. You can change it here. Displays the data source name. Displays the cell range of the crosstab in the sheet. You can change the range to move the crosstab in the sheet. If you select this check box, the default formats are applied after each navigation step.

If you select this check box, a symbol is displayed for parent members in a hierarchy (+/-). If you select this check box, the table is displayed with optimum cell width and height. If you select this check box, texts that are not displayed because they occur several times in a column or row, are repeated in each cell. In the BEx Query Designer, you can define if key figures should be displayed in multiple lines. Apply Default Formats Display Symbols for Parent Members Crosstab Optimum Cell Width/Height Repeat Members Wrap Headers If you select this check box, these key figures/measures are displayed in Advanced Analysis like defined in the Query Designer.

If you clear the check box, the measures are displayed in one line. Displays data source name. Displays the name of the filtered dimension. You can select which of the available data sources in the workbook should be filtered. Data Source Name Dimension Filter Filter applies to the following data sources 47 2010-07-13 Analyzing Data Component Properties Description Name Chart Cross Tab Name Sheet Displays sheet and chart name.

Displays the crosstab name. Displays the sheet name. You can change it here. Related Topics · To select workbook properties for prompting 4.3 Prompting In the prompting dialog, you can set values for prompts. Prompts are defined as variables in BEx Query Designer. The variables are parameters of a BW query and are filled with values when you insert a query as a data source in a worksheet. They serve as placeholders for members, hierarchies, hierarchy nodes, formula elements and texts. After defining the variable values, the crosstab is displayed according to the selected values. To be editable in the prompting dialog, a variable must be defined as input-ready and set to Manual Input in Query Designer.

A variable can be defined as mandatory or optional in Query Designer. If a query contains mandatory variables without default values, the prompting dialog appears automatically when you insert the query in a worksheet and requires the definition of mandatory variable values before the crosstab is added. If you cancel the prompting dialog, the query data is not included in the workbook. For queries with optional variables only, you can open the prompting dialog with the prompting icon in the menu and define variable values. You can also use this manual option to open the dialog to change existing values. At workbook level, you can select properties to define how the prompting dialog and defined values behave in workbooks. For example, you can define that variable values are saved in a workbook. If you open this workbook again, the data is displayed according to the defined values. You can then open the prompting dialog and change the values. If there are no input-ready variables in the query that you use as your data source, the prompting dialog is disabled.



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