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When to select output format [1]

May 11, 2017 by Carl Sorenson [2]

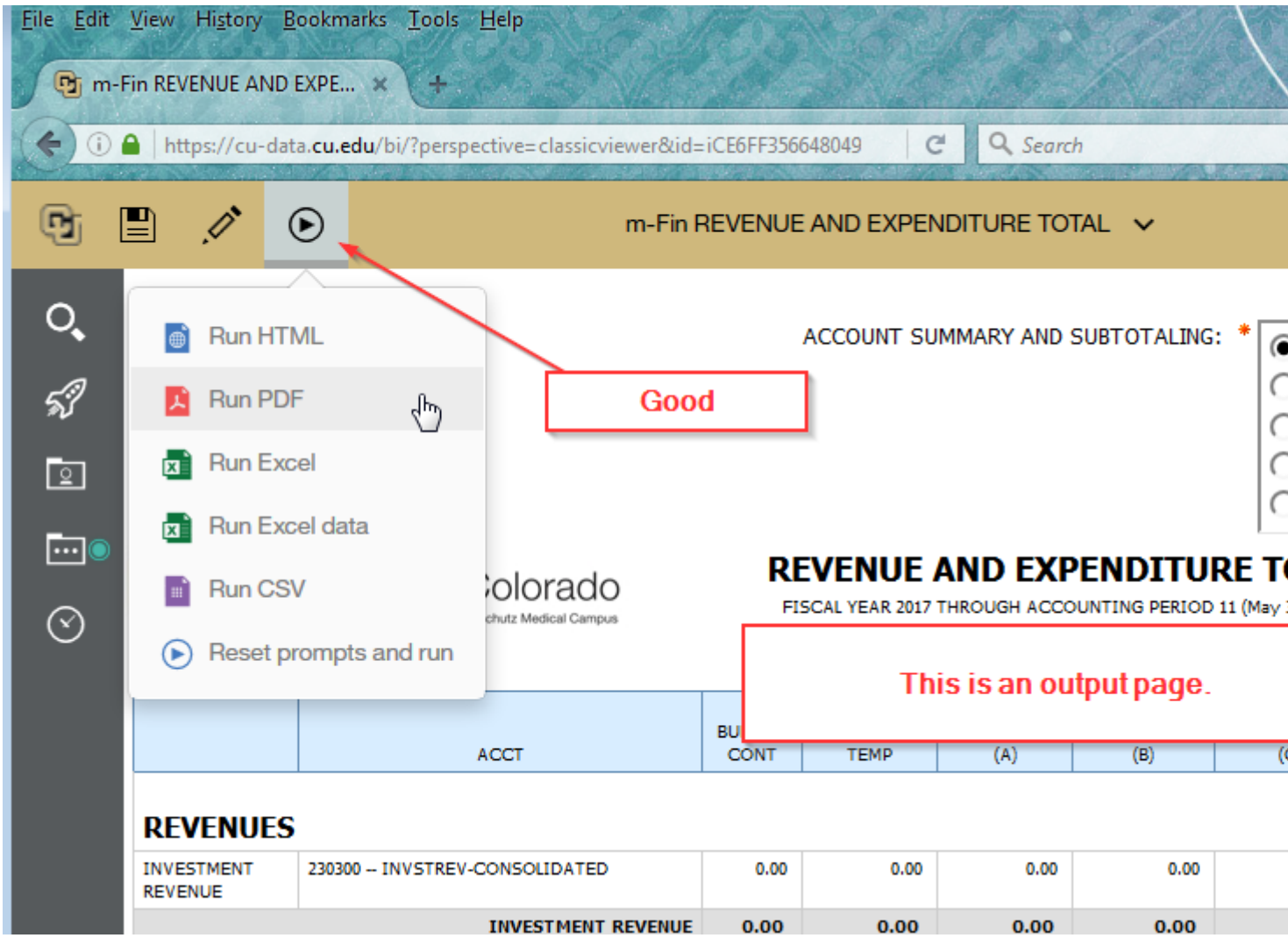
Summary

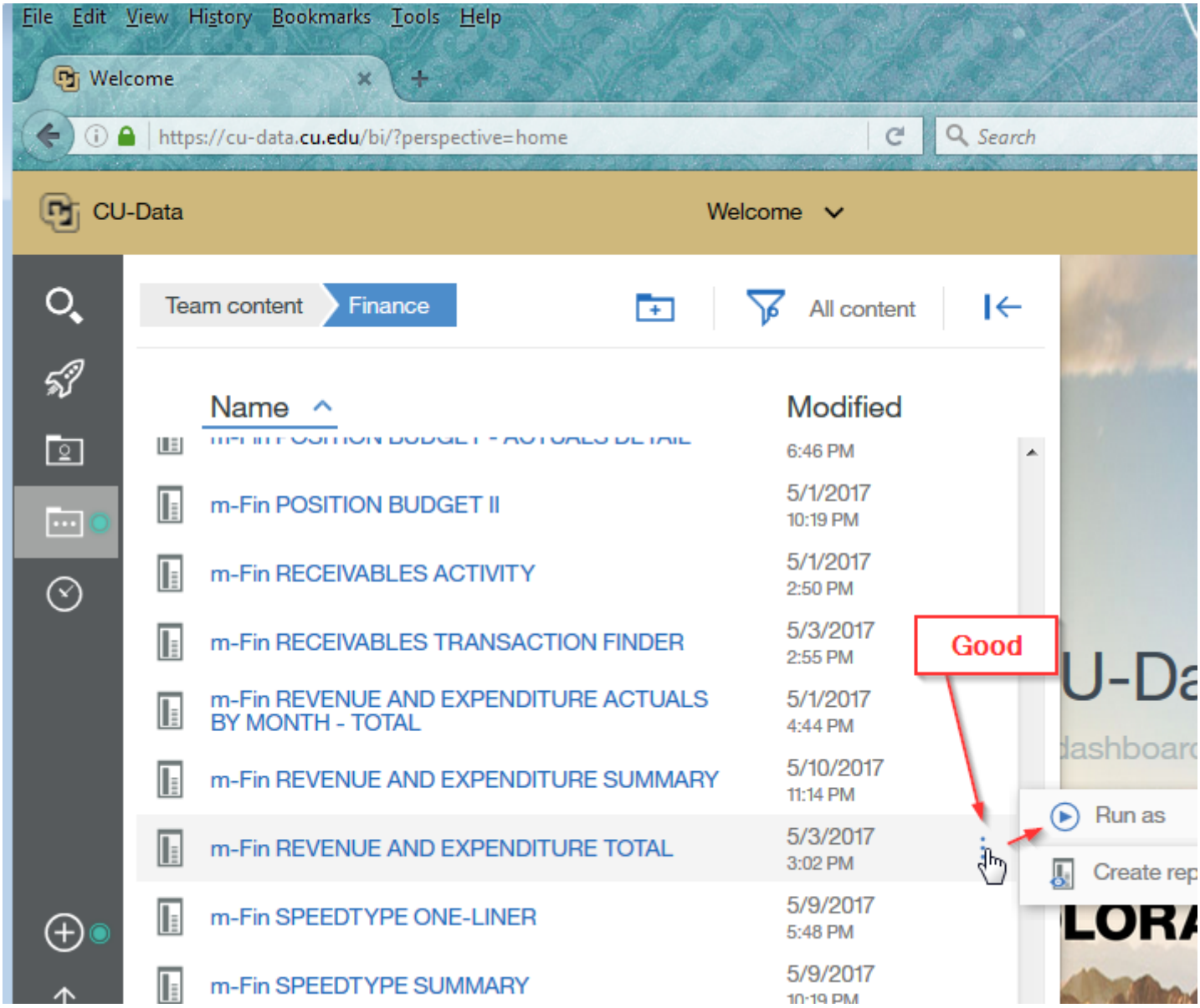
On a prompt page? This is not a good time to select a different output format.

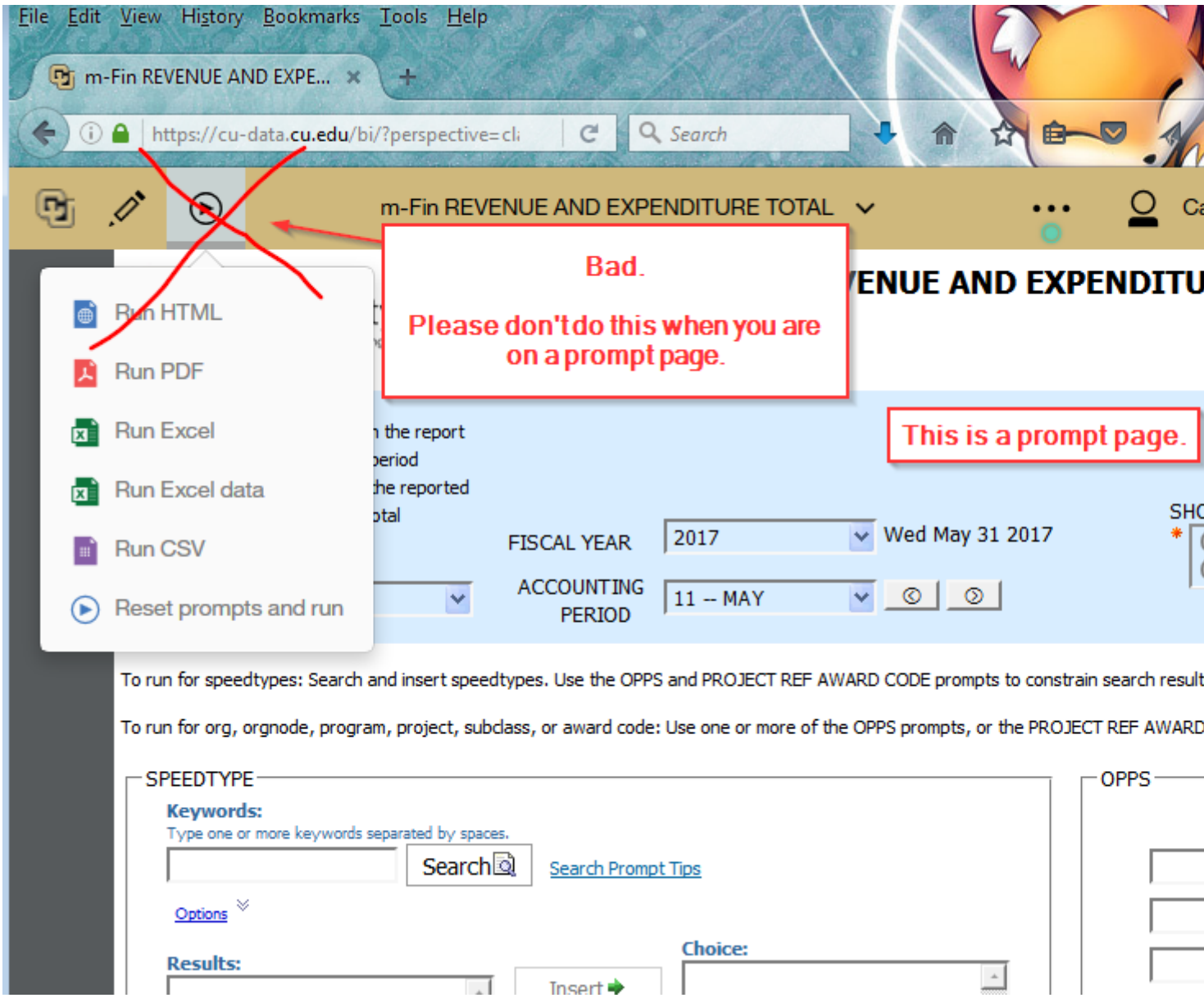
Detail

As you probably know from watching Running a Report in CU-Data [3], CU-Data's Cognos 11 software lets you switch output formats after your initial run. Also, not shown in the video, you can select an output format at the outset, by selecting *run as* from the three dots "more" menu that appears to the right of the report name.

But the Cognos 11 software also lets you select an output format when you are on an m-Fin prompt page. Don't do this (see reference Tower of Power [4]). It bypasses some of the prompting, which can get really confusing.


File Edit View History Bookmarks Tools Help
m-Fin REVENUE AND EXPE...
https://cu-data.cu.edu/bi/?perspective=classicviewer&id=iCE6FF356648049
Search
m-Fin REVENUE AND EXPENDITURE TOTAL
Run HTML
Run PDF
Run Excel
Run Excel data
Run CSV
Reset prompts and run
Good
ACCOUNT SUMMARY AND SUBTOTALING:
REVENUE AND EXPENDITURE T
FISCAL YEAR 2017 THROUGH ACCOUNTING PERIOD 11 (May
This is an output page.
ACCT
CONT
TEMP
(A)
(B)
REVENUES
INVESTMENT REVENUE
230300 -- INVSTREV-CONSOLIDATED
0.00
0.00
0.00
0.00
INVESTMENT REVENUE
0.00
0.00
0.00
0.00


File Edit View History Bookmarks Tools Help
Welcome
https://cu-data.cu.edu/bi/?perspective=home
Search
CU-Data
Welcome
Team content
Finance
All content
Name
Modified
6:46 PM
m-Fin POSITION BUDGET II
5/1/2017
10:19 PM
m-Fin RECEIVABLES ACTIVITY
5/1/2017
2:50 PM
m-Fin RECEIVABLES TRANSACTION FINDER
5/3/2017
2:55 PM
Good
m-Fin REVENUE AND EXPENDITURE ACTUALS BY MONTH - TOTAL
5/1/2017
4:44 PM
m-Fin REVENUE AND EXPENDITURE SUMMARY
5/10/2017
11:14 PM
m-Fin REVENUE AND EXPENDITURE TOTAL
5/3/2017
3:02 PM
Run as
Create rep
m-Fin SPEEDTYPE ONE-LINER
5/9/2017
5:48 PM
m-Fin SPEEDTYPE SUMMARY
5/9/2017



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[4] https://www.youtube.com/watch?v=wffRNjGGr4E