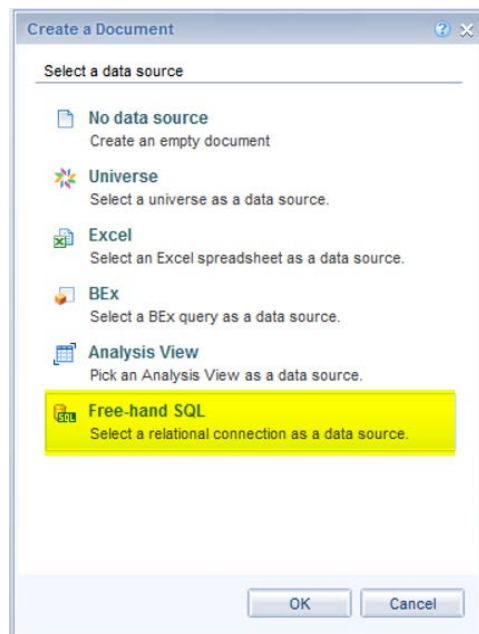


How to Create a Document Using Freehand SQL

Step-by-Step Instructions:	HINTS
<ul style="list-style-type: none"> Launch Web Intelligence Create a new document Select Free-hand SQL and click OK. (Figure 1) 	<ul style="list-style-type: none"> Note – Web Intelligence Modify preferences must be set to Applet in order to use freehand SQL.
<ul style="list-style-type: none"> A list of available database connections will appear. For queries from the Data Warehouse, select Warehouse connection from the Connections folder. Click OK. (Figure 2) 	<ul style="list-style-type: none"> Although you may see numerous connections, you will only be able to run queries in databases to which you have been granted access.
<ul style="list-style-type: none"> The Query Script editor will appear. Type or paste your SQL text into the window provided. Click Validate to confirm that your SQL is valid, and then OK to return to the Query Panel. (Figures 3 &4) 	<ul style="list-style-type: none"> You may wish to alias columns to return friendly names to use in your report. You may also wish to give your result objects friendly names using the Object Properties pane, or to change other properties as needed.
<ul style="list-style-type: none"> Click Run Query to execute your SQL and return the results to the report. (Figure 5) 	<ul style="list-style-type: none"> If you need to make further modifications to your query, you may return to the Query Panel and click the Edit SQL to adjust the SQL text.

FIGURE 1



How to Create a Document Using Freehand SQL

FIGURE 2

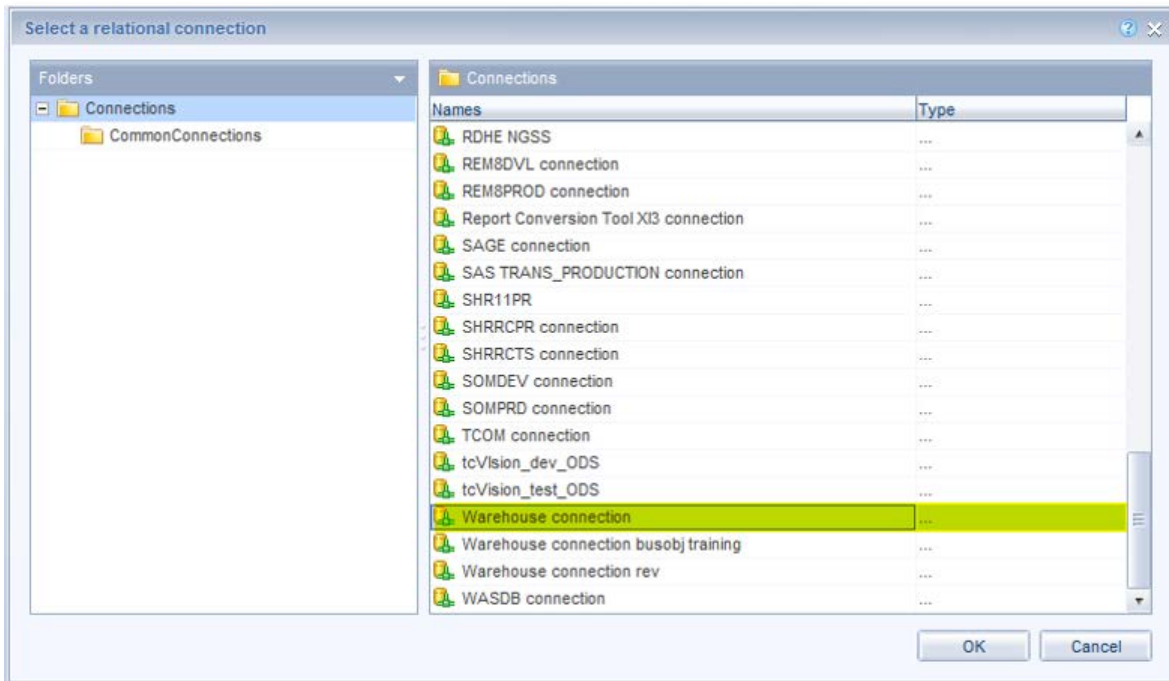
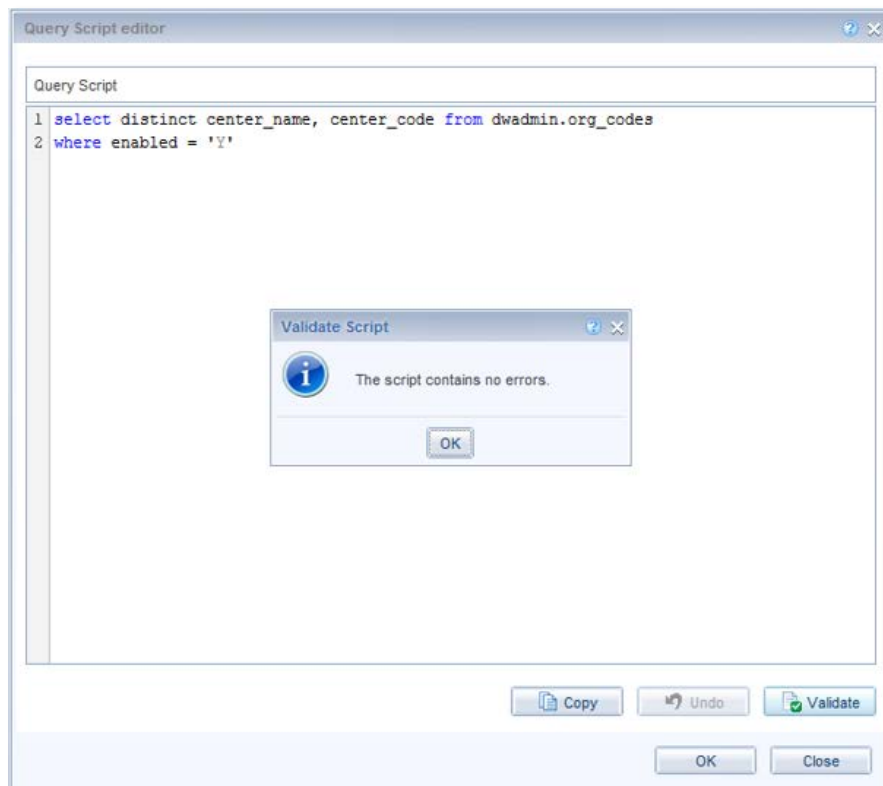


FIGURE 3



How to Create a Document Using Freehand SQL

FIGURE 4

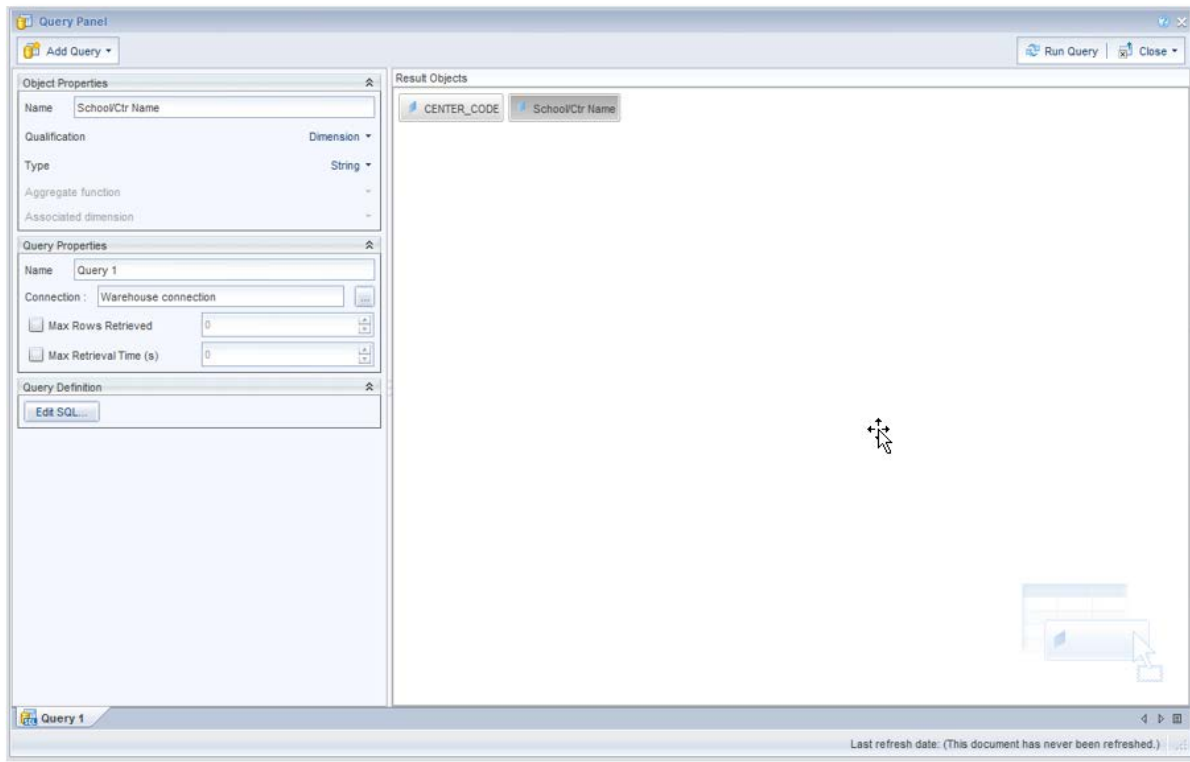


FIGURE 5

Report 1

CENTER_CODE	School/Ctr Name
.	.
00	General University
02	School of Arts and Sciences
04	Provost Interdisciplinary Programs
06	School of Nursing
07	Wharton School
13	School of Engineering and Applied Science