

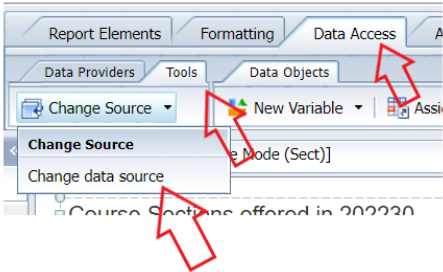


## Repointing a Pennant Student Records report from the development universe to the production universe

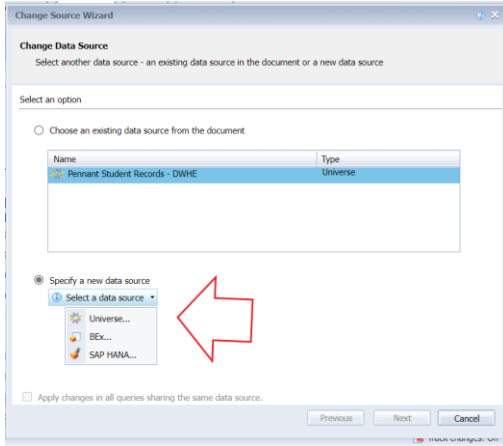
This is a short version of the Q&A found under “Business Objects Tips and Tricks” at [https://provider.www.upenn.edu/computing/da/bo/webi/qna/webi\\_differentUniverse.html](https://provider.www.upenn.edu/computing/da/bo/webi/qna/webi_differentUniverse.html)

If you have reports you have been working on in the development universe, *Pennant Student Records – DWHE*, you will want to re-point those to the production *Pennant Student Records* universe once we go live in the new system (*after* March 14, 2022 – do not try to do it before then, as the tables and views in the new universe will not be available).

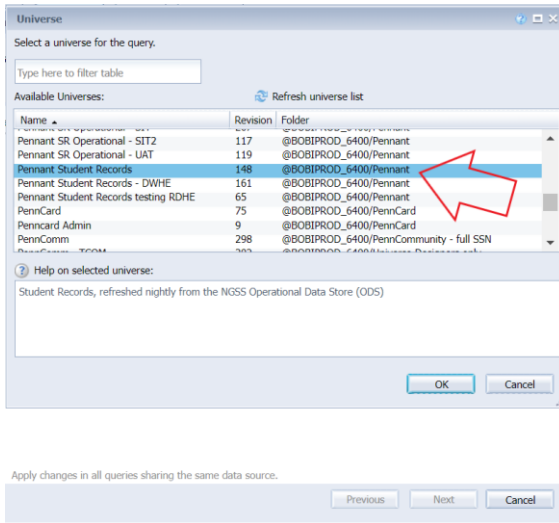
1. Open the report you wish to re-point, in Design mode.
2. Select the **Data Access** tab > **Tools** sub-tab > **Change Source**



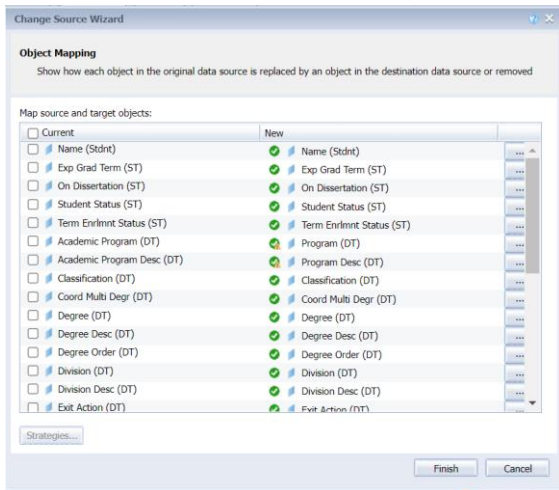
3. Select the query whose data source you would like to change. (If your report only used one query, you’ll just see one to choose from.)
4. The **Change Source Wizard** opens.
5. Click **Specify a new data source** > **Select a data source** > **Universe**.



6. Select Pennant Student Records from the Available Universes, then click **OK**.



7. Click the **Next** button in the Change Source Wizard. Click the **Next** button on the Strategy selection page. Verify mapping displayed in Object Mapping box (all of the fields should be in both the "current" and the "new"). Click **Finish**.



8. Note that the target data source (**Pennant Student Records** in this example) now appears in the Query Panel.

You can now run your query, and your report will refresh using the new universe.

**IMPORTANT:** The steps described in this training document only work if you are moving between universes with identical structures. You cannot repoint a report if the target universe doesn't have the same tables, views, and columns as the originating universe.