

UDW+ TIPS AND TRICKS

May 2013, Issue #3

This friendly email newsletter provides all UDW+ users with helpful UDW+ Tips and Tricks for more efficient and easy system use.

INCREASED FREQUENCY OF DATA REFRESH

A new infrastructure has been put in place that will refresh data twice a day. This enables the inclusion of transactions processed during most Global Site's business day. Refer to the "**UDW+ current as of**" section on the top right of every dashboard page, for the last refresh date and time.

Run By: Training30
UDW+ current as of: 01/25/2013 12:28:28 AM

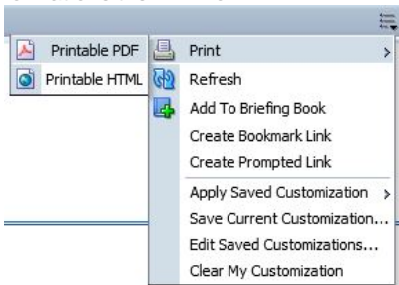
View the [UDW+ FAQ](#) for further details and to view a data refresh schedule for all of the Global sites.

A testimonial from one of the UDW+ users:

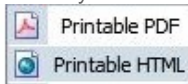
"Many, many thanks again for the stellar training session and the great support system you've put into place. The Ad Hoc Report training was right on target... the UDW+ group has set the bar for customer service and support at NYU. I can only hope that the rest of the university operations supervision takes notice of this excellent operational paradigm and the truly successful implementation of this new tool."

PRINT OPTIONS

To print an entire dashboard page, use the **Page Options** menu (three little lines located in the right corner). Select **Print**, and chose the desired print format of either **PDF** or **HTML**.



You may also print a single report or graph from a dashboard, by clicking the "**Print**" link directly beneath the report or graph.

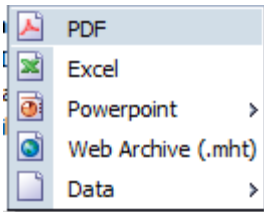


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EXPORT OPTIONS

To export the data from a UDW+ report or graph, click the "**Export**" link directly beneath the report or graph.



[Export](#)

Select the desired export format of either **PDF, Excel, Powerpoint, Web Archive, Data-CSV** or **Data-Tab delimited Format**. It is recommended to use the Data-Tab delimited format for large data sets.

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University Data Warehouse Plus

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