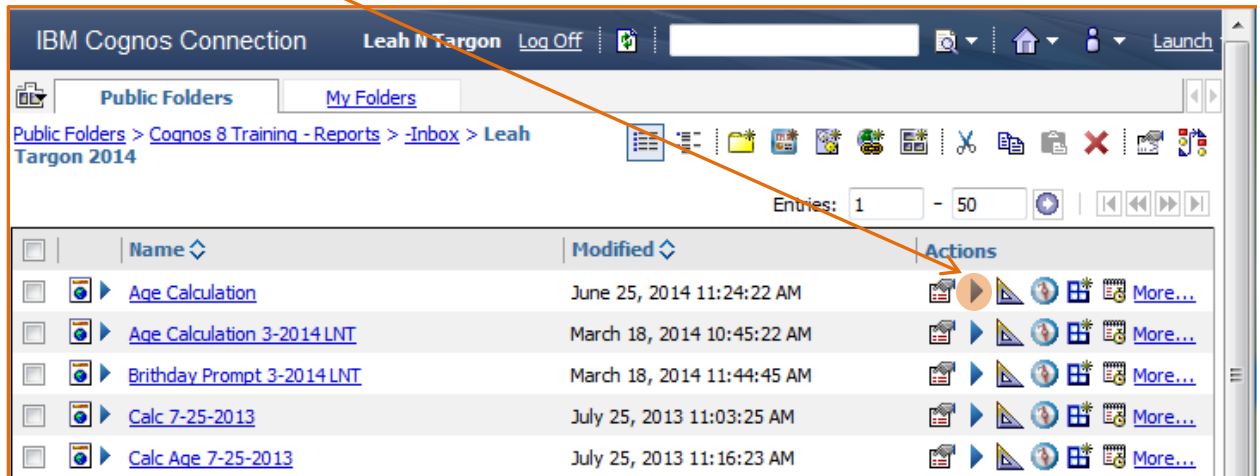
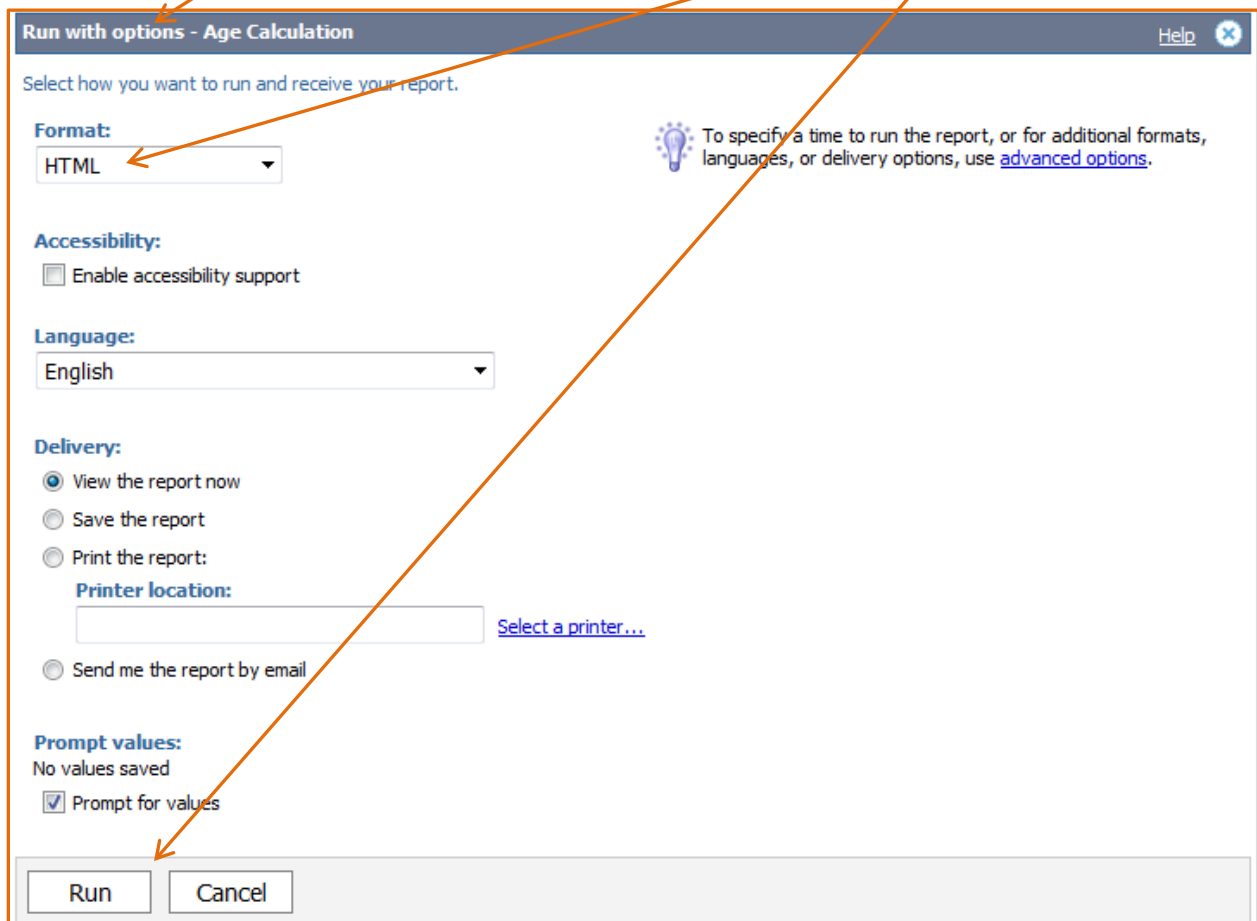


Work Around for IW Reports Run to Excel

- 1) Enter the Information Warehouse and go to your report. To the right of the report select the “Run with options” button under the “Actions” column.

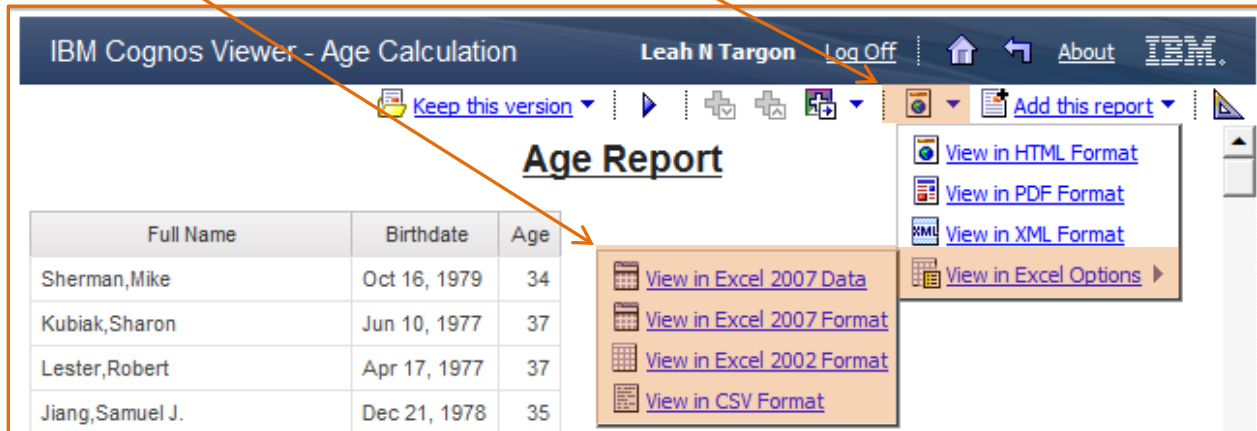


- 2) The Run with options window will open. Select Format: HTML, then RUN.



Work Around for IW Reports Run to Excel

- 3) The report should run with your prompts, and return data.
After the report has run go to the top right of the report screen.
- 4) Select the dropdown icon for report format and you can select the Excel format you'd like for the report.



The screenshot shows the IBM Cognos Viewer interface. The title bar reads "IBM Cognos Viewer - Age Calculation" and the user is "Leah N Targon". The main content area displays the "Age Report" table with the following data:

Full Name	Birthdate	Age
Sherman, Mike	Oct 16, 1979	34
Kubiak, Sharon	Jun 10, 1977	37
Lester, Robert	Apr 17, 1977	37
Jiang, Samuel J.	Dec 21, 1978	35

To the right of the table is a dropdown menu for report formats. The menu is open, showing the following options:

- View in HTML Format
- View in PDF Format
- View in XML Format
- View in Excel Options
- View in Excel 2007 Data
- View in Excel 2007 Format
- View in Excel 2002 Format
- View in CSV Format

Orange arrows from the text above point to the "Add this report" dropdown icon and the "View in Excel 2007 Format" option.

- 5) A new window will open in Excel with your report info.
You can choose "Open" or "Save" the report.